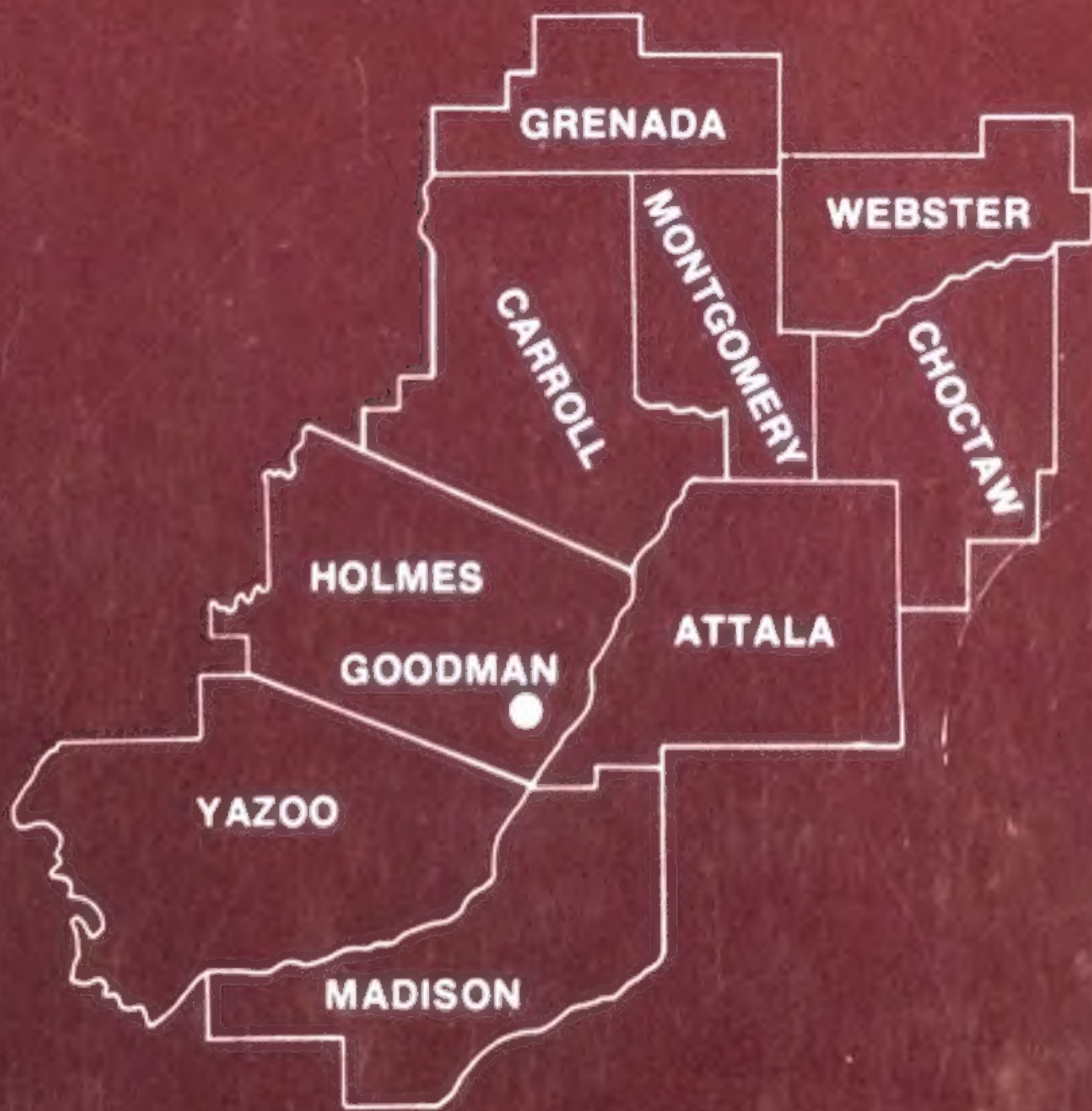


# HOLMES JUNIOR COLLEGE



1978-1979  
*Bulletin*



The information contained herein is official as of November 1, 1977. The College reserves the right at any time to make changes deemed advisable in the regulations, fees, and/or other charges, curricula and course offerings.

Holmes Junior College adheres to the principle of equal educational and employment opportunity without regard to race, sex, color, creed, or national origin.

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Vol. 53

1978

No. 1

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## BULLETIN

### HOLMES JUNIOR COLLEGE



Sixty-Seventh Session  
Begins Monday, August 21, 1978

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*Education Is Training For Complete Living*

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## ACCREDITATIONS AND MEMBERSHIPS

Mississippi State Department of Education  
Southern Association of Colleges and Secondary Schools  
Mississippi Junior College Literary and Athletic Association  
American Association of Junior Colleges  
Mississippi Association of Colleges



## BOARD OF TRUSTEES

W. R. Applewhite, President .....	Winona
Robert E. Cox, Vice President .....	Canton
Henry B. McClellan, Secretary, (Non-Board Member) ...	Goodman
Malcolm Bennett .....	Carrollton
Dr. Paul Brumby .....	Lexington
W. Godfrey Campbell .....	Carrollton
J. B. Carlisle .....	Ackerman
Carl Cooper .....	Grenada
William Dean .....	Lexington
Frank Eakin .....	Thornton
J. C. Foster .....	Kosciusko
N. C. Hathorn .....	Durant
Egbert J. Hines, Jr. ....	Tchula
John Clark Love, Sr. ....	Kosciusko
Carl A. Ray .....	Eupora
M. C. Mansell .....	Camden
D. P. McGowan, Jr. ....	Yazoo City
Marion Ousley .....	Goodman
Freddie J. King .....	Weir
Charles C. Perry .....	Grenada
J. A. Peyton .....	Yazoo City
J. Y. Reed .....	Eupora
M. F. Surles .....	Kilmichael



**BOARDS OF SUPERVISORS  
1978****ATTALA COUNTY**

Earl Sims  
Charles Nowell  
Robert Ellard  
Alvin McCrory  
Colon Belk

**HOLMES COUNTY**

B. T. Taylor  
Howard Bailey  
Doug Green  
Anthony McMullen  
D. C. Conn

**CARROLL COUNTY**

George W. Galey  
James Slocum  
Lloyd Ashmore  
Cecil L. Herbert  
Vernon Welch

**MADISON COUNTY**

Amos Dowdle, Jr.  
A. E. Crawford  
J. S. Harris  
Pat H. Lockett, Jr.  
E. D. Mansell

**CHOCTAW COUNTY**

Delayon Jenkins  
Joe F. Brooks  
Olen D. McPherson  
Q. L. Ray  
J. L. Long

**MONTGOMERY COUNTY**

Benson Branch  
John L. Baskin  
H. H. Woods  
F. Wesley Weed  
Lenis Pearson

**GRENADA COUNTY**

George R. Williams  
Don Tartt  
Robert C. Burke, Jr.  
James P. Tartt  
Charles Whitfield

**WEBSTER COUNTY**

Womack Henley  
Dean Hall  
J. A. Knight  
James B. Dean  
J. M. Crowley

**YAZOO COUNTY**

Wayne Wyatt  
Raiford G. Martin  
Sam Fisher, Jr.  
L. A. Hood  
A. B. Hogue



## Summer 1978

July 7, Friday (10:30 a.m.) . . . . Register for third three week term.  
July 28, Friday (12:00 noon) . . . . Summer school ends.

August 17, Thursday (7:30 p.m.)	Faculty meeting.
August 18, Friday (8:00 a.m.)	Faculty meeting.
August 20, Sunday (2:00 p.m.)	Dormitories open.
August 21, Monday (8:00 a.m.)	Orientation and Registration.
August 22, Tuesday	Classes begin.
August 28 Monday	Last day for registration and adding courses.
September 4, Monday	Labor Day holiday.
October 13, Friday (8:20 a.m.)	Mid-semester grades due.
October 16, Monday	Last day for dropping a course without receiving a grade.
October 23, 24, 25, Monday-Wednesday	Religious Emphasis Week.
November 22, Wednesday noon	Thanksgiving holidays.
December 11-14, Monday-Thursday	Final examinations.
December 11, Monday (8:20 a.m.)	Graduating sophomore grades due.
December 15, Friday (8:20 a.m.)	Final grades due.
December 15, Friday (3:30 p.m.)	Christmas holidays begin.

January 8, Monday	Registration.
January 9, Tuesday	Classes begin.
January 15, Monday	Last day for registration and adding courses.
March 2, Friday (8:20 a.m.)	Mid-semester grades due.
March 5, Monday	Last day for dropping a course without receiving a grade.
March (TBA) Monday-Wednesday	Spring holidays to coincide with MAE.
April 12, 13, Thursday-Friday	Easter holidays.
May 7-10, Monday-Thursday	Final examinations.
May 7, Monday (8:20 a.m.)	Graduating sophomore grades due.
May 11, Friday (8:20 a.m.)	Final grades due.
May 13, Sunday (3:00 p.m.)	Graduation.



# 1978

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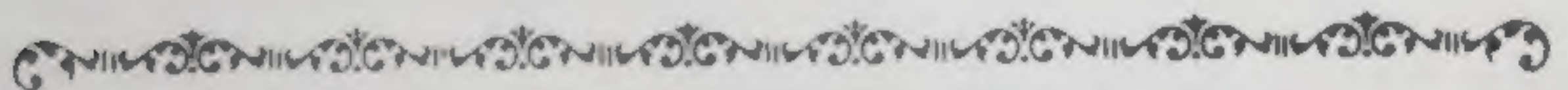
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# 1979

## JANUARY

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OFFICERS OF ADMINISTRATION

M. R. Thorne	President
Richard Newton	Academic Dean
Lewis Hambrick	Dean of Student Affairs
Henry B. McClellan, Jr.	Business Manager
William H. Bunch, Jr.	Registrar
W. E. Richardson	Director of Admissions
Thomas L. Davis, Jr.	Director of Continuing Education
Wirt Hayes	Director of Financial Aid
Danny O'da Williams	Director of Guidance
Quinby Morgan	Athletic Director
Robert R. Hodges	Director of Federal Programs
Robert E. Irby, Jr.	Vocational-Technical Director
Charles Shaw	Assistant Vocational-Technical Director
John White	Assistant Vocational-Technical Director
Jack Holmes	Supervisor Kosciusko Skill Center

COMMITTEES OF THE FACULTY

The faculty is organized into the following standing committees:

- Admissions
- Curriculum
- Student Affairs
- Library
- Discipline
- Athletic
- Absence



## PROFESSIONAL STAFF

William J. Adams  
B.S., Mississippi State University  
M.A., Mississippi State University

Mollie Blackmon	Guidance Counselor
B.S., Jackson State University	
M.S., Jackson State University	

Eloise Burden Assistant to Business Manager  
A.A., Holmes Junior College  
Additional Study: Holmes Junior College

Paul Byars                      Vocational-Technical Guidance Counselor  
B.S., University of Southern Mississippi  
M.Ed., Mississippi State University

Eugenia Collins	Assistant Librarian
B.S., Mississippi State University	
M.Ed., Mississippi State University	

Rita Davis Assistant to Academic Dean  
and Veterans' Programs  
B.S., University of Southern Mississippi  
M.Ed., Mississippi State University

**Tony McMullen**  
B.S., University of Southern Mississippi



**FACULTY**

**Joe A. Adams** Industrial Education  
B.S., Mississippi State University  
M.Ed., Mississippi State University  
Ed.S., Mississippi State University  
Additional Study: Mississippi State University

**Pat Alford** Building and Construction  
B.S., Northeast Louisiana University  
Additional Study: Mississippi State University

**Robert L. Arnett** Electronic Servicing  
Clarke College, University of Southern Mississippi,  
Mississippi State University, HJC Extension

**CPT William A. Behrens** Military Science  
B.A., Clemson University  
Graduate: Infantry Officer Advance Course; Ranger School  
Additional Study: Mississippi State University

**Johnny Blackstock** Welding, Kosciusko Skill Center  
Mississippi State University

**Luther Boggan** Mathematics  
B.S., University of Southern Mississippi  
M.S., University of Southern Mississippi  
Additional Study: Delta State University,  
University of Mississippi

**Nell Branch** Business and Office  
B.A., University of Mississippi  
M.Ed., Mississippi State University  
Additional Study: University of Mississippi,  
Mississippi State University,  
Delta State University

**Bobbie Brewer** Practical Nursing  
R.N., Grenada Hospital School of Nursing  
Additional Study: University of Southern Mississippi

**Sam P. Brown** History and Political Science  
B.A., University of Southern Mississippi  
M.A., University of Southern Mississippi  
Additional Study: University of Southern Mississippi



- Wilbur L. Brunt Auto Mechanics  
Mississippi State University
- Linda Bunch English  
B.S., Mississippi College  
M.A., Mississippi College  
Additional Study: Mississippi State University
- James L. Burrell Welding  
A.A., Holmes Junior College  
B.S., Mississippi State University
- Ode Burrell Assistant Football Coach  
Head Baseball Coach  
B.S., Mississippi State University  
M.Ed., Mississippi State University
- Howard Butler History  
B.A., Louisiana State University  
M.A., Louisiana State University  
Ed.S., Mississippi State University  
Ph.D., Mississippi State University
- Terry Carr Data Processing  
A.A., Holmes Junior College  
Additional Study: Delta State University,  
Jackson State University,  
IBM (Jackson, Mississippi and Houston, Texas),  
University of Southern Mississippi
- Richard Wayne Carter Voice and Choir  
B.M.E., University of Montevallo  
M.C.M., New Orleans Baptist Theological Seminary
- Cecil Chambliss, Jr. Botany and Microbiology  
B.S., University of Southern Mississippi  
M.S., University of Southern Mississippi  
Additional Study: University of Southern Mississippi
- Thomas T. Chisholm French, German, and Organ  
B.A., University of Mississippi  
M.A., University of Texas  
Additional Study: Louisiana State University,  
University of Texas, University of Strasbourg,  
La Sorbonne, Goethe Institute—Blaubeuren



Evelyn Clark Speech

B.A., University of Southern Mississippi  
M.S., University of Southern Mississippi  
Additional Study: University of Southern Mississippi,  
University of Mississippi

O.A. Cleveland Agriculture

B.S., Mississippi State University  
M.Ed., Mississippi State University  
Additional Study: Mississippi State University

Dwayne Cochran Aide, Kosciusko Skill Center  
Residential and Light Industrial Electricity Course

Christine Covington Accounting

B.A., Millsaps College  
M.B.E., University of Mississippi  
Ed.S., Mississippi State University  
Additional Study: Mississippi State University

Margaret Cummings Practical Nursing

R.N., Baylor University School of Nursing  
Additional Study: Carson-Newman College,  
University of Southern Mississippi

Woodson Earle Mathematics

B.S., Delta State College  
M.S., University of Mississippi  
Additional Study: University of Alabama,  
University of Mississippi, Mississippi State University,  
Delta State University

Reba Gill English

B.S., University of Southern Mississippi  
M.A., University of Southwestern Louisiana  
Additional Study: University of Southern Mississippi

Kaye Gray Child Care

B.S., Mississippi College  
Additional Study: Mississippi College,  
Jackson State University

Chris Haley Drafting and Design

B.S., University of Southern Mississippi  
M.Ed., Mississippi State University



Josephine Haley

English

B.S., University of Southern Mississippi

M.A., University of Southern Mississippi

Additional Study: Mississippi State University,  
University of Mississippi

William Henson

Psychology

B.A., Millsaps College

B.D., Emory University

M.Ed., Mississippi State University

Additional Study: Mississippi State University

Lonzo Horne

Auto Body and Fender Repair

Mississippi State University

University of Southern Mississippi

James Hudgins

Related Education, Kosciusko Skill Center

B.S., Mississippi State University

Additional Study: Mississippi State University

Linda Hutchison

Cosmetology

Holmes Junior College

Additional Study: Mississippi State University,  
University of Mississippi, University of Southern  
Mississippi, Alexander City State Junior College

Ann Irby

Piano

B.M., Belhaven College

M.M.Ed., Mississippi State University

Additional Study: University of Arkansas,  
Mississippi State University

Margaret Johnson

Remedial Education

B.M.E., Delta State College

M.Ed., Mississippi College

Additional Study: Mississippi State University,  
Mississippi University for Women

Mary Jones

Home Economics and Child Care

B.S., Mississippi University for Women

M.S., Mississippi University for Women

Madison Erbie Kelly

Residential and Light  
Industrial Electricity

East Central Junior College



- Bennie Edward Kimble Basketball Coach  
B.S., Southeastern Louisiana College  
M.Ed., Delta State College  
Additional Study: Delta State College,  
Mississippi College
- Jo Kimble Mathematics  
B.S., University of Southern Mississippi  
M.Ed., Delta State College
- Ronald King Aide, Durant Skill Center  
Residential and Light Industrial Electricity Course
- Robert W. Kitchin Physics  
B.S., Mississippi State University  
Ph.D., Mississippi State University
- Joyce Lee Practical Nursing  
A.D.R.N., Hinds Junior College  
Additional Study: University of Southern Mississippi
- Michael R. Levanway Art  
B.A., University of Mississippi  
M.A., Mississippi College
- Ruth Love Practical Nursing  
Diploma R.N., Baptist Memorial Hospital, Memphis, Tennessee  
Additional Study: University of Southern Mississippi
- Jerry L. McKibben Refrigeration and Air-Conditioning  
Hinds Junior College, Northeast Junior College,  
Mississippi State University, University of Southern Mississippi
- James Mahoney Radio and Television Broadcasting  
B.A., University of North Carolina  
M.S., Syracuse University
- R.C. Mason Machine Shop  
University of Tennessee at Oak Ridge  
Mississippi State University
- Mignonne Maxwell English  
B.A., Belhaven College  
M.A., Mississippi College  
Additional Study: University of Mississippi,  
Mississippi College



- W. A. Miles Drafting and Design  
 B.S., Mississippi State University  
 M.Ed., Mississippi State University  
 Additional Study: Mississippi State University
- Ellen Oakes Practical Nursing  
 A.D.R.N., Mississippi Delta Junior College  
 Additional Study: University of Southern Mississippi,  
 Mississippi State University
- Bobby Page Agricultural Mechanics  
 Mississippi State University  
 International Harvester Training Seminars in  
 Memphis, Tennessee and Tifton, Georgia  
 Vocational Instructors Workshop
- Sue Power English  
 B.S., Mississippi University for Women  
 M.A., Mississippi State University  
 Additional Study: Mississippi State University, University of Mississippi
- Barbara Pritchard Practical Nursing  
 Diploma R.N., Methodist Hospital, Memphis, Tennessee  
 Additional Study: University of Southern Mississippi
- R.V. Rawson Metal Fabrication, Kosciusko Skill Center  
 Mississippi State University
- Jackie Reese Assistant Football Coach  
 B.S., Mississippi State University  
 M.Ed., Mississippi State University  
 Additional Study: Mississippi State University
- Janice Richardson Business and Office  
 B.S., Mississippi State University  
 M.Ed., Mississippi College
- Jimmy Rigby Auto Mechanics  
 General Motors Training School  
 Mississippi State University  
 University of Southern Mississippi
- SFC Stanley L. Royals Military Science  
 Advanced NCOES  
 Ranger School



Herman Sanders	Chemistry
B.S., University of Mississippi	
M.S., University of Mississippi	
Additional Study: Auburn University, Louisiana State University, University of Mississippi	
Richard A. Sims	Zoology
B.S., Mississippi State University	
M.S., Mississippi State University	
Robert Skelton	Auto Mechanics, Kosciusko Skill Center
General Motors Parts School, Memphis, Tennessee	
Mississippi State University	
William H. Sumrall, III	Economics
B.A., Louisiana Tech University	
M.S., University of Southern Mississippi	
Ed.S., Mississippi State University	
Additional Study: Mississippi State University	
Wayne Taylor	Welding
Holmes Junior College	
Mississippi State University	
Dorothy Thomas	Health and Physical Education
B.S., Delta State University	
M.A., University of Southern Mississippi	
Additional Study: University of Southern Mississippi	
James G. Williams	History and Sociology
B.S., Mississippi State University	
M.A.T., Mississippi State University	
Additional Study: Mississippi State University	
Julia Williams	Reading
B.S., Mississippi University for Women	
M.Ed., Mississippi State University	
Additional Study: Mississippi University for Women, Mississippi State University	



Sally Wilson Business and Office  
 B.S., Belhaven College  
 M.A., University of Mississippi  
 M.B.E., University of Mississippi  
 Additional Study: University of Alabama, Mississippi  
 State University

David W. Young Instrumental Music  
 B.M.E., Delta State University  
 M.Ed., Mississippi State University  
 Additional Study: Mississippi State University,  
 University of Southern Mississippi, New Orleans  
 Baptist Theological Seminary,  
 University of Wisconsin

Sandra Young Teacher Aide Nursing, Holmes Campus  
 B.S.E., Delta State University

### NON-INSTRUCTIONAL STAFF

Pearl Booth	Assistant Maintenance Engineer
Ray Bridges	Baptist Student Union Advisor
Elbert Burrell	Campus Security
Hazel Cockroft	Secretary, Kosciusko Skill Center
E. L. Falls	Campus Security
Ying Gong	Wesley Foundation Advisor
Carolyn Gray	Secretary
Lynda Irby	Secretary, Vocational-Technical Center
Virginia Jones	Secretary, Financial Aid Office
Tom Kinnebrew	Campus Security
Evon Lepard	Supervisor, Vehicle Maintenance & Repair
Sherry McClellan	Secretary, Receptionist, Switchboard Operator
Helen McKibben	Manager of Bookstore
Alice Mason	Secretary, Registrar's Office
Jeanette Roberts	Secretary, Registrar's Office
Oleane Shields	Dormitory Hostess, Yazoo Hall
H. H. Spell	Assistant Maintenance Engineer
V. D. Spell	Maintenance Engineer
Vera Summerlin	Manager of Recreation Center
Aline Thorne	Secretary, Vocational-Technical Center
Ruth Thweatt	Secretary, Business Office
Mary Wilke	Dormitory Hostess, Webster Hall, Nurse
Helen Williams	Dormitory Hostess, Grenada Hall
Ernest Young	Secretary, President's Office



**GENERAL INFORMATION****LOCATION**

Holmes Junior College is located at Goodman, Mississippi, in the eastern part of Holmes County. The town and college, located on Highway 51 eight miles south of Durant, can be reached by means of Southern Trailways Bus Lines. This location is especially convenient to students from Attala, Carroll, Choctaw, Grenada, Holmes, Madison, Montgomery, Webster, and Yazoo Counties.

Goodman, though a small town, is well suited as the location for a junior college. Its people are proud of the school and accord its students a most cordial welcome. Through the churches — Baptist, Methodist, and Presbyterian — a special effort is made to serve the students of the college and to make them feel at home.

**HISTORY**

Holmes Junior College evolved from Holmes County Agricultural High School which had its beginnings in 1911, when the town of Goodman provided forty acres of land and the Board of Trustees bought forty-two acres of land on the west side of Goodman, Mississippi, and established Holmes County Agricultural High School.

In 1922 the state legislature made it legal for the agricultural high schools to add two years of college work. In 1925-26 school session the first year of college work was added, and in 1928-29 school session the second year was added making the school a full-fledged junior college and eligible to award the Associate of Arts degree.

The support of the college has expanded from the original county of Holmes to include Carroll, Attala, Madison, Choctaw, Montgomery, Grenada, Webster, and Yazoo counties. The state through legislative appropriations, has assumed an increasing responsibility for the support of junior colleges in Mississippi. Thus, through district and state cooperation Holmes Junior College has built a plant with a replacement value of at least twelve million dollars and has come to take its place among the best junior colleges in the state system.



## PURPOSE

Holmes Junior College has as its general purpose to provide a two-year program of studies which will serve the educational needs of this area at a minimum cost to the student.

To meet these needs, the specific aims of the college are as follows:

1. To make available to students high quality education parallel to the first two years of senior college or university work in as many fields as is practical.
2. To offer vocational and technical courses in a variety of areas and to provide as rapidly as possible other courses for which there is sufficient student demand and industrial need.
3. To provide personal, academic, and occupational guidance which will assist individual students in discovering their abilities, aptitudes, and interests; in making adequate adjustments to college life; and in obtaining information necessary to furthering their educational or occupational careers.
4. To provide an environment which is conducive to serious study and which will encourage student responsibility, leadership, and logical thinking.
5. To provide leadership in curricular and extracurricular activities which will promote intellectual, cultural, social, spiritual, and physical development of the student.
6. To provide courses for adults (credit or non-credit) for personal enrichment or professional improvement.
7. To cooperate with the college district in furnishing facilities and activities which will be of benefit to the surrounding area.

## SCHOOL PLANT

The campus of Holmes Junior College, beautifully landscaped with trees and shrubs, is located on the highest peak in the area of about twenty-five square miles. The plant has grown from the three original buildings to fifty-seven buildings.



Holmes Junior College owns a total of three hundred and five acres of land. The campus is composed of one hundred ninety-six acres. The primary buildings are as follows: Administration, Coliseum, Science and Mathematics, Fine Arts, Business, Vocational-Technical, Industrial Education, Agriculture, Home Economics, Library, Academic Classrooms, Guidance, Child Care, Student Center, Recreation, Cafeteria, Gymnasium, Fieldhouse, Warehouse and Garage, Yazoo Hall, Choctaw Hall, Attala Hall, Grenada Hall, Webster Hall, Madison Hall, Motel Hall, President's Home, and twenty-five faculty residences. A lighted football stadium with a track around it, a baseball field, six tennis courts, and a six-acre lake complete the facilities on the campus.

### DESCRIPTION OF BUILDINGS

The ADMINISTRATION BUILDING was originally constructed in 1961. This building was formerly the McMorrough Library, and in 1977 was renovated for the use of all administrative offices.

The FRANK B. BRANCH COLISEUM, completed in 1973, is completely air-conditioned. It contains offices and classrooms for





the band and physical education departments. It also contains athletic visiting quarters and dressing rooms for both boys and girls basketball. The gymnasium-auditorium has a seating capacity of 2,600.

The SCIENCE AND MATHEMATICS BUILDING, completed in 1971, is completely air-conditioned. It contains both classroom and laboratory facilities for Chemistry, Botany, Zoology, Physics, and Mathematics. It has an auditorium with a seating capacity of 96, faculty offices, lounge, workroom, and greenhouse.

The MONTGOMERY FINE ARTS BUILDING, completed in 1965, is completely air-conditioned and accommodates the music and art departments. There is an auditorium with a seating capacity of 246.

The BUSINESS BUILDING, erected in 1967, is completely air-conditioned and houses the Data Processing Department and the business and secretarial classrooms, faculty offices and faculty lounge.

The VOCATIONAL-TECHNICAL BUILDING, completed in 1966, houses cosmetology, electronic servicing, auto mechanics, machine shop, welding, refrigeration and air conditioning, building construction technology, and drafting technology. A new annex was completed in 1975 which includes a library, offices, classrooms, drafting laboratory, and the auto body repair shop.

The INDUSTRIAL EDUCATION BUILDING, constructed in 1946, houses the drawing, metal, welding, and woodworking laboratories.

The AGRICULTURE BUILDING was erected in 1931. It houses agriculture classroom and laboratory, arts and crafts laboratory, campus security office, and a launderette.

The HOME ECONOMICS BUILDING, erected in 1931, houses the home economics department, consisting of clothing and food laboratories.

The McMORROUGH LIBRARY, completed in late 1975, is a one-story brick building with a floor space of 44,000 square feet. The west two-thirds of the building contains the book stacks and bound magazines, a spacious reading and study area, periodical room, typing and listening rooms. The east one-third of the library contains the educational media center, the librarians' offices, a double classroom, the Mississippi Room, a staff lounge, and rest rooms.





The GUIDANCE SERVICES BUILDING was converted from a classroom facility in 1977. It houses the guidance department and testing center. The building also contains space for religious activities and offices.

The LORANCE STUDENT CENTER was completed in 1967. This building is the center of student activity. Located in this building is a snack bar, campus post office, book store, and faculty lounge.

The RECREATION BUILDING'S first floor houses recreational facilities including pool, ping-pong, chess, checkers, and a television lounge. The second floor has been renovated into classroom and office area.

CARROLL CAFETERIA was completed in 1963. It is completely air-conditioned and has a seating capacity of 380. Small groups can be accommodated in the private dining room which can seat approximately 50 people.

The GYMNASIUM was built in 1951. It is now used for selected physical education classes and intramural sports.



The A. A. DERRICK FIELD HOUSE, completed in 1975, provides dressing rooms, storage, and laundry facilities for football, baseball, and track. It also contains modern, well-equipped facilities for visiting teams.

YAZOO HALL is a girls' dormitory which was constructed in 1968. It is completely air-conditioned and has a capacity of 104 students.

ATTALA HALL is a two-story boys' dormitory constructed in 1972. The rooms are constructed in groups of four. It contains a spacious lounge and faculty apartment.

GRENADA HALL is a girls' dormitory which was built in 1920 and renovated in 1971. It is now completely air-conditioned and carpeted. Its capacity is 97 students.

WEBSTER HALL is a girls' dormitory erected in 1920 and renovated in 1971. It is now completely air-conditioned and carpeted. Its capacity is 58 students.

MADISON HALL is a boys' dormitory built in 1946 and completely renovated in 1971. It is now completely air-conditioned and has a capacity of 72 students.

MOTEL HALL, a boys' dormitory, was completed in 1962 and renovated in 1971. It is now completely air-conditioned and has a capacity of 68 students.

CHOCTAW HALL was constructed from an elementary school building in 1967 to a modern air-conditioned dormitory for men. Its capacity is 128 students.

The PHYSICAL PLANT, completed in 1975, consists of two buildings: a vehicle shop containing a service area, a wash area, and car and bus storage; and a maintenance building containing an office, an employee service area, paint rooms, and areas for carpentry, plumbing, electrical and storage. The vehicle shop contains 6,750 square feet of floor space, and the maintenance building contains 13,025 square feet of floor space.



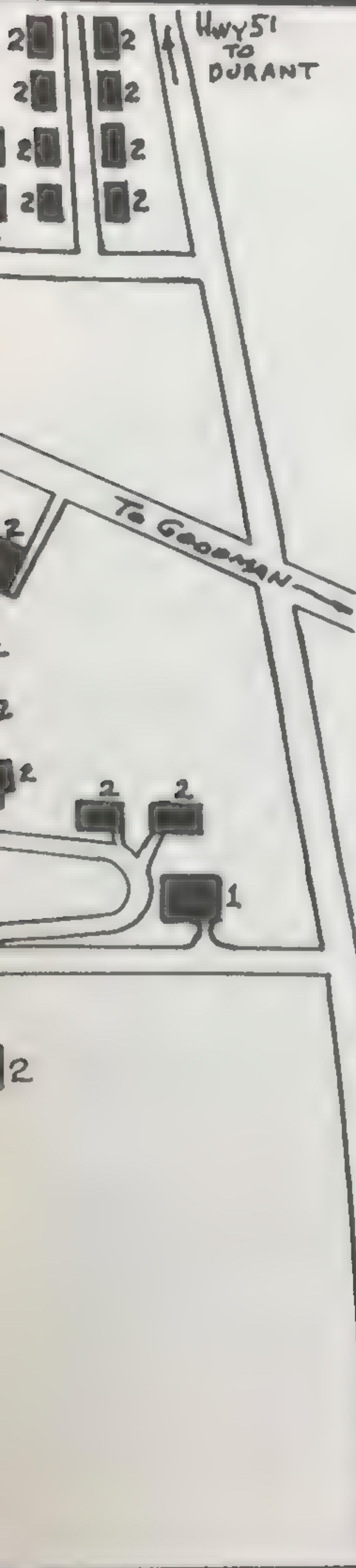
The CHILD CARE CENTER was originally the Greenfield's Restaurant and purchased by the college in 1977 and renovated with adjacent playgrounds established for a Child Care Technology Program.











### LEGEND

1. PRESIDENT'S HOME
2. FACULTY RESIDENCES
3. ATTALA HALL
4. CHOCTAW HALL
5. MADISON HALL
6. MOTEL HALL
7. McMORROUGH LIBRARY
8. YAZOO HALL
9. WEBSTER HALL
10. GRENADA HALL
11. ADMINISTRATION BUILDING
12. GUIDANCE SERVICES
13. GYMNASIUM
14. CARROLL CAFETERIA
15. A. A. DERRICK, JR. FIELDHOUSE
16. SCIENCE & MATH BLDG.
17. VO-TECH CENTER
18. BUSINESS BUILDING
19. FINE ARTS BUILDING
20. RECREATION & CLASSROOM BLDG.
21. STUDENT CENTER
22. INDUSTRIAL ED. COMPLEX
23. TENNIS COURTS
24. MAINTENANCE BUILDINGS
25. STORAGE
26. HOME ECONOMICS DEPARTMENT
27. LAUNDERETTE & CLASSROOMS
28. ACADEMIC CLASSROOMS
29. FRANK B. BRANCH COLISEUM
30. START-UP TRAINING BLDG.
31. BAND PRACTICE FIELD
32. CHILD CARE CENTER

MAP  
of  
HOLMES JR. COLLEGE  
GOODMAN

JERRY BINGHAM



## ADMISSION

### Academic and Technical

To be admitted as an entering freshman, a student must (1) show graduation from an approved high school; or (2) show at least fifteen academic units of which there must be three units of English, two units of mathematics, and four units of history, social science, and science (physical education and other non-academic subjects will not be counted toward the fifteen units); or (3) provide a certificate of high school equivalence or a letter stating that the student will be eligible for such a certificate upon reaching twenty years of age. These must be obtained from the Mississippi State Department of Education.

All applicants for academic and technical programs must take the American College Test. No minimum score is required; however, students making a score of 12 or below may be required to take developmental courses in math, English, and/or reading.

Students who wish to enroll in an academic or technical curriculum with ACT scores of below 10 shall be admitted on probation. They are required to earn at least nine semester hours and eighteen quality points their first semester of full-time attendance. Failure to meet these minimum requirements shall result in the student being referred to the Academic Probation Committee. The Committee is authorized to take whatever disposition, including suspension or dismissal, they consider to be in the best interest of the student and the college.

Academic students with ACT scores of below 10 are required to enroll in the General Studies Curriculum their first semester. This curriculum consists of:

ENG 1103	.....Developmental English I
Math	.....College Math or Intermediate Algebra
REA 1212	.....Reading Improvement I
EDU 1311	.....Orientation
Elective(s)	.....Student's Choice
Total	.....12 to 14 Semester Hours

The Student must pass both Developmental English and the Math course.



Technical students with ACT scores of below 10 may be required to schedule one or more of the developmental courses at the discretion of their faculty advisor.

Students with ACT scores of below 10 may enter vocational courses without being on academic probation their first semester.

**Vocational  
(for all except Practical Nursing)**

1. Provide proof of tenth grade educational attainment. If not a high school graduate, the applicant must be 18 years of age.
2. Applicant must deposit \$25.00 (non-refundable, but will apply toward student fees).
3. Applicants must take the ACT or CPP.
4. Two health certificates must be filled out and signed by a doctor within one month of entrance (cosmetology).
5. An interview with your teacher must be completed (cosmetology).

**Admission Procedure**

Students making application to Holmes Junior College for the first time must submit an Application for Admission. Students must see that transcripts of their record from the high school and/or college from which they are transferring are on file in the Registrar's office. No student can be enrolled without an official transcript of his previous schooling. To be official, the record must be mailed directly from the school previously attended to Holmes Junior College. All academic and technical students must have an ACT score on file. Vocational students must have either an ACT or CPP score on file.

Admission to Holmes Junior College is not denied to any student on the grounds of his race, color, or national origin.



**PRACTICAL NURSING  
(Procedure and Requirements)**

Admission requirements to be met before a student enters training are:

1. The applicant shall be at least 18 years of age.
2. The applicant shall give evidence that he or she has completed the 12th grade in school or made an equivalent score on the G.E.D. Test.
3. The applicant shall make satisfactory scores on tests given by the U.S. Employment Service and Holmes Junior College.
4. All applicants must have an I.Q. of 90 or above.
5. The applicant shall be physically and emotionally fit as established by a completed physical examination and recommendation of the examining physician. The applicant must have up-to-date immunizations against smallpox and typhoid fever.
6. The applicant shall be a citizen of the United States or have pending citizenship.
7. The applicant shall present herself before an Admissions Committee, which after reviewing all records and interviewing her, will make recommendations as to whether or not it thinks she shows promise of becoming a good practical nurse. Records shall be kept of the interview.

The Practical Nursing program at Holmes Junior College is affiliated with five area hospitals.

**Summer School Admission Requirements for High School Juniors:**

1. The student must have an overall B average on all work completed — this must consist of at least 12 academic units, i.e., physical education, band, choir, and other non-academic subjects can not be included.
2. The student must have a minimum of an ACT composite score of 20.
3. The student must have a written recommendation from either his high school principal or guidance counselor.



4. All courses taught during the summer session are open to Juniors, except those courses which the student would normally take during the senior year.

5. Full credit will be granted but will be reserved until the student either graduates from high school or is admitted to college as a full-time student.

### **Orientation and Registration**

First-time students must attend the scheduled orientation sessions. These will provide information about Holmes Junior College, its rules and regulations, types of organizations, clubs, etc. Also, college life in general will be previewed.

The following steps must be completed by each student before he will be accepted for enrollment at Holmes Junior College.

1. Complete and turn in an application form.
2. High school transcripts and transcripts of any previous college must be in the Registrar's office at Holmes Junior College.
3. An American College Test score must be on file at Holmes Junior College.

The following steps must be completed to be enrolled.

1. Fill out registration cards.
2. Have I.D. picture taken.
3. Have picture made for the school annual.
4. Have schedule of classes approved.
5. Pay entrance fees in the Business Office.

If any of the above steps are incomplete, the registration of the student is incomplete and may result in his not being accepted as a student at Holmes Junior College.



### **Policy of Probation and Suspension**

At the end of each semester, grade point averages for all students will be reviewed. Those falling below a cumulative average of 2.000 ("C" average) may be referred to the guidance department for counseling. If a student shows little progress in improving his scholastic standing the following semester or during any subsequent semesters, he will be referred to the Academic Probation Committee. The Committee is authorized to take whatever disposition, including suspension or dismissal, they consider to be in the best interest of the student and the college.

### **VETERAN BENEFITS**

Students who plan to attend Holmes Junior College under any type Veteran Educational Assistance Program should file a claim at the Academic Dean's Office in the Administration Building. In order to be eligible for VA educational benefits, a student must adhere to policies established by the school as well as those policies approved by the Veterans Administration and the State Approving Agency.

A statement of the standards of progress and attendance that apply to all veterans under Chapter 34 and 35 of Title 38 are available to each student. A copy can be obtained from the Academic Dean's Office. This statement of standards of progress and attendance was approved by the State Approving Agency on February 26, 1976, and was implemented beginning with the spring semester of 1976. The statement is in compliance with VA Regulation 14253 (D).

### **ADVANCED STANDING BASED ON THE COLLEGE LEVEL EXAMINATION PROGRAM.**

Credit will be allowed for any subject exam offered by Holmes through the CLEP provided a percentile score of at least 33 is reached. The general examination percentile scores must also be at least 33. Credit for the general examinations will be limited to six hours English Composition, three hours of history, three hours of biological science, three hours of physical science survey, three hours fine art, three hours of literature, and three hours of algebra.

**Credit for Educational Experience other than the Standard College Classroom Experience.** The total of all credits for this purpose shall be limited to thirty semester hours. This includes



credit allowed for Veteran experiences in the Armed Services, all college level examination programs, television experiences through testing, extension credit and correspondence credit.

**Special Plan for Senior Citizens.** Under a plan adopted by the Board of Trustees, persons sixty-five or retired persons over sixty-two may enroll for any class taught by the college without paying any fees except for equipment necessary for some vocational-technical classes.

### **Military Science**

Voluntary Military Science has been added to the courses offered at Holmes Junior College. Students finishing the basic courses will be eligible for advanced ROTC whether it be Army, Navy, or Air Corps ROTC. Advanced ROTC pays \$100 per month for ten months each school year completed.

### **The Cooperative Education Program**

Holmes Jr. College has entered an agreement with Mississippi State University whereby any Holmes Jr. College student may enter the cooperative education program while attending Holmes Jr. College. The student must sign up for the program with the Dean of the college. Acceptance by an employing organization is necessary. The student must continue his education at Mississippi State University after finishing at Holmes Jr. College to be able to get a degree through the cooperative program.

A \$10.00 registration fee is charged for each work semester.

Students interested in learning more about the Cooperative Program should contact the Dean, Holmes Jr. College, Goodman, Mississippi, 39079.

### **CONTINUING EDUCATION**

The Division of Continuing Education provides opportunities for persons of the district who do not participate in the normal on-campus day program to continue their educational development. This is done through evening classes both on campus and at other locations in the district. These locations include Grenada, Winona, Yazoo City, and Kosciusko.



The academic courses normally offered on campus may also be offered at these evening class locations. In addition to the traditional academic credit courses, a wide variety of non-credit and community service courses are available through the Division of Continuing Education.

## POLICIES AND REGULATIONS

**ABSENCES-ACADEMIC AND TECHNICAL** — Registration for a section of a course makes the student responsible for attending that class until the course is completed or until the Academic Dean authorizes withdrawal from that section. The student is expected to attend a minimum of eighty percent (80%) of the classes in order to receive credit in a course. The college reserves the right to sever its relationship with any student who is excessively absent.

For the regular class that meets three periods per week, the student will be placed on academic probation in that class when he incurs the fifth absence. The student will be notified in writing of his status and asked to come in for an interview. If a student incurs ten absences in a class his record will be reviewed by the absence sub-committee. Unless there are extenuating circumstances such as extended illness combined with no unexcused absences, the student will be removed from the class with a grade of "F". For classes that meet more than or fewer than three times per week, the probation and "cut-out" figures will be adjusted to the same proportion.

The student may appeal to the full absence committee if he is not satisfied with the ruling of the sub-committee. The student must request in writing that a meeting be called to hear his appeal.

The student is responsible for all class work missed during absences, including school business absences. Additional make-up work for unexcused absences may be assigned at the discretion of the teacher. Should a student miss a scheduled test (one that has been scheduled at least two class meetings previous to giving the test), the teacher may elect to give the student an "F" on the test, or assign additional make-up work if the absence is unexcused.

A record of absences is to be kept in the teacher's grade book and turned in to the Registrar's office on grade sheets at the end of nine weeks and at the end of the semester. The semester grade sheet will



include the absences incurred during the first nine weeks. This report will consist of the number of absences, not the actual dates. These are for record purposes and will not show on the student's transcript.

**EXCUSED ABSENCES**—Sickness off campus should be substantiated with: (1) A doctor's statement when attended by a doctor or dentist. (2) A statement from parents for absence of one or two-day duration when the absence is due to illness of a student or to a death in the family.

In cases of an absence due to personal business, any documentation such as receipts, court summons, military orders, etc., should be retained by the student. All excuses for absences should be presented to the instructors.

The Academic Dean's office issues school business excuses for students who represent the school at approved activities; such as, athletic events, club meetings, and field trips. School business excuses do not count toward the "cut-out" number in a class.

**TARDIES** — Students should realize that tardiness causes delay and disruption of a class. Anytime a student establishes a pattern of being consistently tardy in a class, the teacher will send the student to the Dean. The Dean will then place the student on probation in this class. If the student continues in this pattern of tardiness, he may be removed from the class with a failure in the subject recorded on his permanent record.

When a student is tardy to a class, he must remain after class and inform the teacher he was tardy, not absent. Failure to do this may result in his being reported absent. This will be impossible to correct at a later date.

**CHANGES IN CLASS SCHEDULE** — Changes in a student's class schedule, including those initiated for a department's convenience, must first be approved by the Academic Dean.

**CLASS STANDING** — A student's classification is determined by the amount of work completed, as follows:

Freshman	0-23 semester hours
Sophomore	24 and above semester hours



**ABSENCES VOCATIONAL STUDENTS**

NO ABSENCES ARE EXCUSED. ALL TIME MISSED MUST BE MADE UP.

Instructors shall report all absences daily to the counselor's office, where a master file will be retained on each student. A letter will be published daily and placed on the department bulletin board, showing absentees by course for the previous day.

Each time a student is absent for any reason the instructor will inquire as to the reason for absence. The student will be required to fill out an absence form (furnished by instructor), showing date of absence and reason indicated for absence and having the student's signature. The instructor will return this form to the counselor's office where it will be placed in the student's file.

On the third occasion of absence the student is placed on a probationary status. Notification of probation will be made in writing with copies to the student, parents or guardians, coaches (for athletes) and others deemed necessary. Any absence while on probation will result in a meeting of the Absentee Committee where a decision will be made as to termination from school or continued probation.

The Absentee Committee will be composed of a moderator (director or one of assistant directors), all instructors, and a student representative from each class. After hearing reasons for absence and other statements concerning absences, the committee will vote by secret ballot.

**TARDIES**

Anyone reporting to class after 8:00 in the morning or 1:00 in the afternoon will be considered tardy. Three tardies will constitute an absence and make up work will be required. Anyone reporting to class more than thirty minutes late will be counted as absent for that day.



## EXAMINATIONS

Regularly Scheduled Examinations — The regular examinations scheduled at the end of each semester are given beginning at 8:20 and ending by 12:20 in the mornings and beginning at 1:20 and ending by 3:20 in the afternoons. The complete schedule of examinations is announced during the semester.

Examination Permit — An examination permit must be obtained from the Business Office prior to reporting for any final examination.

## REGULATIONS GOVERNING EXAMINATIONS

Eligibility — No student is eligible to take an examination unless he is free from all arrearages in fees, such as laboratory or library fees, or fines.

Standards of Honesty — Although there is no general organized honor system governing the conduct of examinations and tests, the work of the college is conducted on a basis of common honesty. Deviations from this standard are to be reported by the supervising instructor to the Dean.

Presence during Examination — If a student is present at all during the examination, he shall be regarded as having attempted the examination, and will be so reported by the examiner.

Absence during Examination — Absence from the room during the course of the examination, without the consent of the examiner, shall invalidate the examination.

## CREDIT AND GRADES

The Semester Hour — A semester hour is defined as the unit of credit value of work involved in attendance upon lectures or recitations for one class hour a week for one semester, or upon laboratory work varying from two to four hours a week for one semester.

Grade Symbols — A final grade is the instructor's evaluation of the student's work and achievement throughout a semester's attendance in a course. Factors upon which the final grade may be based



are attendance, recitation, written and oral quizzes, reports, papers, final examination, and other class activities. The evaluation will be expressed according to the following letter system:

Passing Grades

A Excellent

B Good

C Satisfactory

D Lowest passing grade

Other Grades and Marks

F Failure

I Incomplete

W Withdrew

WP Withdrew Passing

WF Withdrew Failing

Grade Points — The value of each grade in grade points is as follows: A, 4; B, 3; C, 2; D, 1; F, 0.

C Average — A "C" average is defined as having earned an average of two (2) quality points per semester hour attempted.

F Grade — The grade of "F" is recorded (1) if the student has failed on the combined evaluation of his work through the semester and his final examination; (2) if the student has dropped the course without permission; or (3) if the student attends the examination without submitting a paper or fails to appear for the examination and presents no acceptable reason for his absence.

I Grade — An incomplete grade may be assigned a student if, upon completion of a grading period, some unavoidable circumstance has kept him from meeting some requirements of the course. An incomplete grade is not allowed on the basis of course deficiencies not caused by an unavoidable circumstance. If an incomplete is not removed within the two weeks following the grading period, the grade automatically becomes an "F". This applies to both mid-semester and semester grades.

W Grade — The mark "W" is recorded if the student officially withdraws after the first two weeks but before mid-semester. No mark is recorded for a withdrawal made before the end of the second week of the semester.

WP and WF — A mark of "WP" or "WF" is recorded if the student officially withdraws after mid-semester but before the scheduled time for the final examination.



### **Regulations Regarding Course "Repeats"**

If two or more final grades are recorded for the same course, the last grade (not including the W and WP) will be used to compute the grade point average and will be applied toward graduation. All other grades recorded in the course will be struck through and the course will be noted as repeated on the student's permanent record.

### **Grade Reports**

A report of the student's work is made at intervals of nine weeks. Students who desire a copy of these grades should make a request to the Registrar. After one copy has been sent, a charge of fifty cents will be made for additional copies.

### **Student Load**

The normal load for a student is sixteen semester hours. The minimum load for a full-time student is twelve semester hours. A student is allowed to take more than sixteen hours per semester when his normal schedule would call for this or when he has maintained an average of **B** or better. **No** student may take more than twenty-one hours in any one semester.

### **Grade Recognition and Honors**

Students with a sufficient quality point average are recognized at the end of each nine weeks and at the end of the semester.

To be eligible for such recognition a student must be taking at least twelve semester hours and have no grade less than a "C".

This recognition is divided into three parts as follows:

**President's List:** Those students who have a quality point average of 3.7 to 4.0.

**Dean's List:** Those students who have a quality point average of 3.4 to 3.699.

**B-Average Students:** Those students who have a quality point average of 3.0 to 3.399.



Honors at graduation are as follows: Those who have earned a 3.7 and above quality point average for all four semesters will be graduated with "Special Honors"; those who have earned a quality point average of 3.4 to 3.7 for all four semesters will be graduated with "Honors". Only graduates who are receiving an AA or AAS degree are eligible for honors or special honors.

### **Withdrawal from School**

A student who finds it necessary to withdraw from school for any reason must secure a withdrawal form from a Counselor's office and have the form signed by the designated school officials. If a student is unable to withdraw in person, he should notify the Academic Dean's office and request a withdrawal form be initiated and completed. Failure to officially withdraw may result in F's in all classes.

### **Requirements for Graduation**

Holmes Junior College awards the following degrees and certificates: Associate of Arts degree (AA), Associate of Applied Science degree (AAS), Certificate of Graduation, one-year technical certificates, and one-year or two-year vocational certificates.

A candidate for the Associate of Arts degree must complete a minimum of sixty-four semester hours in an academic (college-parallel) program. The hours earned must be applicable to a bachelors degree. The candidate must earn at least 128 quality points. English Composition I and II are required of all graduates.

A candidate who completes the prescribed set of courses for the two-year technical programs shall be eligible for the Associate of Applied Science degree. The requirements also include earning a minimum of sixty-four semester hours, 128 quality points, and credit in English Composition I and II.

A candidate for the Certificate of Graduation must complete sixty-four semester hours. English Composition I and II are required of all graduates.

A candidate who completes the prescribed set of courses for the one-year technical programs shall be eligible for a special de-



partmental certificate. The requirements also include earning a minimum of 32 semester hours, 64 quality points, and credit in English Composition I and II.

Residency — Twelve semester hours of residence credit is required for graduation.

A candidate who completes the required number of clock hours for the one-year and two-year vocational programs with a passing grade shall be eligible for a special departmental certificate.

All candidates for graduation must file their applications for a diploma with the Registrar. December graduates must file during the first week of October and any students graduating in May or during the summer session must file during the first week of February. Graduation fees must be paid at these times.

### **Transcripts**

One transcript will be furnished each student free of charge. For each additional transcript, there will be a charge of one dollar.

### **STUDENT RECORDS**

The Registrar prepares and maintains a permanent scholastic record for each student. These records are treated with due regard to the personal nature of the information they contain. The records are the property of the college; however, the Registrar will honor a student's written request that his official academic record not be released or information contained in his record not be disclosed. Unless there is a written request to the contrary, the following information will be made available to parents, spouses, prospective employers, government security agencies, previous schools attended, campus organizations which required minimum scholastic averages for memberships and organizations awarding financial assistance (grants, scholarships, and loans); name, date, and place of birth, address, dates of attendance, major field of study, class rank, and quality point average. Transcripts are released only at the written request of the student.



## EXPENSES

### Entrance Fee:

All students pay an entrance fee \$125.00 per semester. This fee must be paid at the beginning of the semester at the time the student registers. Payment of fees is a part of the registration procedure and failure to complete this step will void registration procedure for the individual.

Academic students are not required to pay special fees for laboratory, secretarial, music or other academic courses. Vocational students are charged a fee to cover materials used in their courses. The entrance fee pays for the school paper, the school annual, the annual picture, the I.D. card, and a post office box for each student (day student and dormitory student).

An I.D. card is issued to each full-time student as a step in his registration procedure. This card serves the student in many ways and should be in his possession at all times. The I.D. card:

1. Admits the student to all regularly scheduled athletic events held on the Holmes campus.
2. Admits the student to the student union building.
3. Admits the student to the library.
4. Serves as identification at the Campus Bookstore, the Security Office, the Business Office, and Student Elections.

A late registration fee of \$5.00 is charged to any student who fails to register according to the time schedule for registration. An INCOMPLETE registration constitutes a LATE REGISTRATION. The late registration fee will be charged beginning at noon of the first day of classes.

### Non-Resident Tuition:

All students whose parents reside in Mississippi, but do not reside in Attala, Carroll, Choctaw, Grenada, Holmes, Madison, Montgomery, Webster, and Yazoo counties, will pay an out-of-district tuition of \$90.00 per school year. This is payable by the semester in advance



and is non-refundable after classes have met. Vocational students whose parents reside in Mississippi but are not from the above counties will be charged at the rate of area students WHEN THERE IS NO COMPARABLE COURSE offered by the junior college responsible for the area in which the student resides.

All students whose parents reside outside the state of Mississippi will pay a tuition fee of \$400.00 for the school year. This fee is payable in advance at the beginning of each semester and is non-refundable after the student has met classes.

### Room and Board:

A dormitory resident will pay \$88.00 a semester for a room. This is collected in advance at the first of each semester and is non-refundable.

Board will be \$225 per semester or \$450 per year. It is due and payable at the beginning of each semester. However, upon request, the board payments may be deferred according to the schedule shown on the next page.

#### Day Student (Each Semester)

1. District Students (Students from Attala, Carroll, Choctaw, Grenada, Holmes, Madison, Montgomery, Webster, and Yazoo counties) Pay in Advance	\$125.00
2. Other Mississippi Students	\$170.00
3. Out-of-State Students	\$325.00

#### Dormitory Students (Each Semester)

1. District Students	\$438.00
2. Other Mississippi Students	\$483.00
3. Out-of-State Students	\$638.00

The preceding costs are due and payable at the time of registration each semester. Upon request, the following payment schedule may be allowed:



### Deferred Payment Calendar for District Dormitory Students

Parents who do not find the following schedule for payments convenient may make special arrangements with the business office.

#### Fall Semester — On Entrance:

August 21, 1978	\$288.00
October 2, 1978	75.00
November 13, 1978	75.00

#### Spring Semester — On Entrance:

January 8, 1979	\$288.00
February 19, 1979	75.00
April 2, 1979	75.00
Total for school year	\$876.00

NOTE: All costs are on a semester basis. The above dates for payment are for convenience only. Holmes Junior College reserves the right to change any charges published when in the judgement of the administration and conditions justify doing this.

Students should have no trouble discerning that the payment on entrance consists of fixed fees of \$125.00 and the non-refundable room rent of \$88.00 plus one-third of the semester cost for board of \$75.00. This totals \$288.00. The other two payments each semester are for board and each payment equals one-third of the semester cost for board which is \$75.00.

Out-of-District Mississippi students pay \$45 per semester in addition to the above costs for district students.

Out-of-State students pay \$200.00 per semester in addition to the costs for district students.

All vocational students pay the same fees as academic students. They also pay \$22.50 per semester for cost of supplies except welding students who pay \$45 per semester.



## SPECIAL TOOLS AND/OR EQUIPMENT REQUIRED FOR:

Drafting Students - Drawing Kit (Approximately)	\$ 50.00
Cosmetology Students - Kit	75.00
Auto Mechanics - Tools	250.00
Refrigeration & Air Conditioning Tools	200.00
Electronics - Tools	50.00
Welding - Tools	85.00
Agricultural Mechanics - Tools	200.00

Students are expected to purchase books, tools, and supplies as required, before they are allowed to meet classes. Prices are subject to change.

### Deposits:

Deposits are required for room reservations, for keys to dormitory rooms, and for assuring a place in certain vocational courses.

### Refund Policy:

a. Fees — Ten dollars of the \$125.00 entrance fee is for matriculation and is non-refundable. The remaining \$115.00 is refundable as follows:

One week or less	90 per cent
Less than two weeks	75 per cent
Less than three weeks	50 per cent
Less than four weeks	25 per cent
Four or more weeks	0 per cent

b. Room rent of \$88.00 per semester is non-refundable.

c. Board is refunded on the basis of weeks left in a semester after the week in which withdrawal occurs. The date of withdrawal shall be the date of signing of the official withdrawal sheet by the business office. No reduction is made for absences of less than two continuous weeks (holidays excluded).

d. Refund policy for veterans provides that a refund will be made upon application on a pro-rate basis to an eligible person (service man or active duty, veteran, or war orphan) in receipt of educational benefits pursuing courses of instruction on a non-accredited clock hour basis from the Veterans Administration under existing published laws.







## **STUDENT SERVICES**

### **Counseling and Advisement**

The Guidance Department provides academic, social, personal, and vocational counseling for students in an effort to help with personal adjustment, establishing values, determining interests, and choosing vocational and career objectives. Counselors assist the student to formulate and clarify goals and to evaluate intelligently his own abilities, personality traits, and openness to the experiences he is undergoing in an academic community. The student is encouraged at all times to seek counsel, not only in the face of specific problems, but also to discuss ways of constantly improving the skills required for effective living.

### **Orientation**

The first day of school will include an orientation program designed to introduce students to college life and aid in making adjustments. Topics will include general school regulations, school activities, academic policies, and academic advisement. All new students must take part in the orientation program.

### **Testing**

Holmes Junior College is a test center for the American College Test (ACT), College Level Examination Program (CLEP), and General Educational Development Test (GED). Applications for each of these tests may be obtained from the Director of Guidance.

The Guidance Department provides a variety of specialized tests for students. The various tests are administered, scored, and interpreted as the need arises, and are used as counseling aids.

### **Placement**

Placement activities are designed to aid both the academic student and the vocational-technical student. A supply of senior college information is available in the Guidance Department, and



counselors are available to assist students in transferring. The Vocational Counselor assists the vocational-technical students in finding permanent employment.

### **Health Service**

A school nurse is employed full time. In case of emergencies, the school will see that a student is taken to a hospital. The cost of hospitalization, doctor bills, and medicine, other than that given by the school nurse, must be paid for by the student.

### **Scholarships**

Scholarships are available and are awarded on the basis of individual talent, ability, and ACT score. The scholarship awards are in the fields of music, band, and activities. Students making a composite score of 25 on the ACT will receive a \$400.00 award (\$100.00 per semester). National Merit Semi-Finalist will receive a \$500.00 award (\$125.00 per semester). Academic Scholarship recipients will be required to maintain a "C" average to continue the award. Other awards range in value from \$100.00 to \$865.00.

Valedictorians and salutatorians from high schools in the Holmes Junior College District are eligible for a \$100.00 academic scholarship, provided they make a minimum of 18 on the ACT.

### **Financial Aid**

The Financial Aid Program at Holmes Junior College believes that no qualified student should be denied an education because of financial need. Financial aid is available to help students meet post-secondary education costs through a program of grants (Basic Educational Opportunity Grant, State Student Incentive Grant), loans, (National Direct Students Loan) and College work-study.

In addition, we also offer a school sponsored work program for students with an interest and desire to work. We assist students with applications for Federally Insured Student Loans.

All applicants for student aid of any type must have been accepted for admission at Holmes Junior College before assistance can be granted. This does not preclude the submission of an application for assistance at the time application for admission to Holmes Junior College is made.



Applications for financial aid are requested by April 1st, but application will be considered at any date.

Holmes Junior College participates in The Basic Educational Opportunity Grant — Family Contribution Schedule method for financial needs analysis. Participants in BEOG-FCS subscribe to the principle that the amount of financial aid granted a student should be based upon financial need. All students seeking financial assistance through the federally assisted programs are required to submit a BEOG application. The BEOG form may be obtained from a secondary school or the Financial Aid Department at Holmes Junior College.

The above information is a summary of the student aid program. For further information and application forms write to:

Director of Financial Aid  
Holmes Junior College  
Goodman, Miss. 39079

## **Student Housing**

There are four men's residence halls that provide space for 488 students. These are Madison, Attala, Motel and Choctaw. Each dormitory has public telephone service, and all are air-conditioned.

There are three women's residence halls that provide space for 259 students. These are Grenada, Webster, and Yazoo. Each of these dormitories have public phone service and individual phone service is available. Each of the buildings are air-conditioned.

Rooms in the residence halls are furnished with single beds, dressers, chairs, and tables. Students are accountable for the care of the room and furnishings.

Room reservations are made only after payment of a \$10 reservation fee. This fee is non-refundable.



**Automobiles**

Students who wish to operate an automobile on the campus must register the car in the office of the Dean of Student Affairs. A sticker with a registration number is provided to the student.

Students must park cars in designated areas. Fines will be assessed for failure to do so. Continued abuse of regulations will result in withdrawal of permission to operate a vehicle on the campus. This applies to all students — dormitory and non-dormitory alike.

**Books**

Books and supplies may be purchased from the book store located in the Lorange Center. Both new and used books are available. The book store will buy books from students at a reasonable discount, depending upon the care that has been taken in the use of the books.

By careful buying and use of books, the cost may be kept to a minimum.

**Mail Services**

Student mail should be addressed to Holmes Junior College, Goodman, Mississippi 39079. Students receive their mail through post office boxes. The fee for the boxes is \$1.00 a semester and is included in the general fees.

**Student Conduct**

Students are expected to conform to acceptable standards of decency, morality, and courtesy; be truthful; respect the rights of others; be punctual and regular in attendance at classes and assemblies; have regard for college property.

Guides for routine campus and dormitory life are provided students through announcements, student meetings, bulletins, and student handbooks. Through action by the disciplinary committee a student may be excluded from further attendance where evidence



indicates that a student participates in unacceptable campus conduct.

## STUDENT ACTIVITIES

### ORGANIZATIONS

Organizations are an important source of enrichment and recreation and contribute to campus life. Students are urged to participate in their areas of interest.

**BAND**—Offers participation in Marching Band (Rifle Corps, Flag Corps, Feature Twirling, Color Guard), Concert Band, Percussion Choir, Jazz Ensemble, Jazz Combo and Small Winds Ensemble performances in concerts, parades, half-time routines and pageantry entertainment. Open to all qualified students.



**CHEERLEADERS**—A group of 6 to 8 students, the purpose of the cheerleaders is to promote school spirit and interest in athletics. Half are elected in the spring by the student body and the others are



selected from the freshmen class at the beginning of the following school term by the student body after tryouts.

**CHESS CLUB**—Organized to promote the game of chess at Holmes Junior College; meetings are weekly, and membership is open to all students and faculty members.

**CHOIR**—The choir is known for its high standards of excellence. Membership is by audition and is open to all students.

**COACHMEN**—A vocal ensemble that performs popular and sacred music. Many concerts are given in district high schools and churches throughout the year. Membership is by audition and is open to HJC choir members.

**COLLEGIATE CIVITAN**—The Collegiate Civitan Club is a service organization designed to promote better citizenship in your home, school, and country. The club sponsors many activities on campus each year and performs service projects on campus and in the community. Membership is by invitation of the Club.

**COSMETOLOGY CLUB**—The purpose of the club is to promote good public relations and to learn professional practices and business ethics. There are many activities including field trips. The club is composed of all Cosmetology students.

**HOLME-TOWNE PLAYERS**—Organized to let students participate in acting, publicity, and backstage work. This club is known for the fine quality of production and is open to all students.

**HOME ECONOMICS CLUB**—The purpose of the club is to encourage professional growth by affiliating members with the State and National Home Economics Association. This club is open to all Home Economics majors. It's goal is to help members to become more aware of the many careers open to Home Economics majors.

**INDUSTRIAL EDUCATION CLUB**—The purpose of the club is to encourage students' participation in professional organization and is open to all Industrial Education majors, Engineering Technology majors and minors.

**PHI BETA LAMBDA**—Organized to promote business leadership and to create interest and understanding in the intelligent choice of business occupations. Membership is open to students enrolled in



one or more business subjects, including business law, accounting, economics, statistics, data processing, and subjects in secretarial courses.

**PHI THETA KAPPA**—Phi Theta Kappa is the national scholastic honor society for junior colleges. Its purpose is to recognize intellectual achievement, and to promote character, leadership, and friendship among junior college students. Membership is by invitation and is conferred on those who "establish academic excellence," by having grades in the top ten per cent of the student body.

**RELIGIOUS CLUBS**—The Baptist Student Union, the Christian Council, the COGIC Club, and the Wesley Foundation aim to foster Christian faith and fellowship. All students are welcome at meetings and activities.

**STUDENT GOVERNMENT ASSOCIATION**—Composed of officers and representatives elected by the student body. Serves in the capacity of a mediator between the faculty and student body and assists in student activities.

**VOCATIONAL INDUSTRIAL CLUBS OF AMERICA (VICA)**—Established for the purposes of encouraging, through club activities, the development of the "whole student," i.e., social and leadership abilities as well as skills. Open to all students enrolled in vocational and technical courses.

## PUBLICATIONS

*The Growl*, official newspaper of the student body, is published nine times a year. Its purposes are to give publicity and to serve as a workshop or laboratory for students interested in newspaper writing, editing, etc.

Students interested in such work should make it known to the administration upon entering school so that the sponsor of *The Growl* can have this information as soon as possible.

*The Horizons* is the annual of Holmes Junior College and is published by a staff of students who volunteer their time and effort to the task. Those who have had experience in the publication of high school annuals are urged to join the staff. Inexperienced students are welcome and can make a contribution toward the publication of the yearbook.



*Reflections*, published once each year, includes the best creative work submitted by Holmes students. Work appearing in *Reflections* is judged by the members of Holmes Junior College English Department and a panel of students on the *Reflections* staff. Manuscripts are invited from students in all departments.





## COURSES OF STUDY

## ACADEMIC

The following are lists of courses generally required for students planning on majoring in the programs indicated. There may be slight variations in the exact subjects required by the senior college or university from which the student expects to receive a degree. Substitutions may be made in any of the following programs if necessary to meet the curricula requirements of a senior college.

A student is not limited to the programs outlined in the following pages. By proper selection of his courses, he may meet the lower division requirements of many more academic majors other than the ones listed here.

COURSE I  
Agriculture

## First Year

## First Semester

English	
Composition I . . . . .	ENG 1113
General	
Chemistry I . . . . .	CHE 1214
Botany I . . . . .	BIO 1313
College Algebra . . . . .	MAT 1313
American National	
Government . . . . .	PSC 1113
Physical Education . . . . .	1
Total	17 hrs.

## Second Semester

English	
Composition II . . . . .	ENG 1123
General	
Chemistry II . . . . .	CHE 1224
Botany II . . . . .	BIO 1323
Trigonometry . . . . .	MAT 1323
Oral Communication .SPT 1113	
Physical Education . . . . .	1
Total	17 hrs.

## Second Year

## First Semester

Animal Science . . . . .	AGR 1214
Basic Soils . . . . .	AGR 2314
Required Courses . . . . .	7
Total	15 hrs.

## Second Semester

Plant Science . . . . .	AGR 1313
Principles of	
Agricultural Eco . . . . .	AGR 2713
Required Courses . . . . .	9
Total	15 hrs.



**COURSE II**  
**Forestry and Wildlife**

**First Year**

**First Semester**

**English**

Composition I .....ENG 1113

College Algebra .....MAT 1313

**General**

Chemistry I .....CHE 1214

Botany I .....BIO 1313

Social Science .....3

Physical Education .....1

**Total**                      **17 hrs.**

**Second Semester**

**English**

Composition II ....ENG 1123

Trigonometry .....MAT 1323

**General**

Chemistry II .....CHE 1224

Botany II .....BIO 1323

Social Science .....3

Physical Education .....1

**Total**                      **17 hrs.**

**Second Year**

**First Semester**

**General**

Physics I .....PHY 2414

Basic Soils .....AGR 2314

Calculus I A .....MAT 1613

\*Organic Chemistry I

or elective .....CHE 2425

**Total**                      **16 hrs.**

**Second Semester**

**Principles of**

Agricultural Eco. ...AGR 2713

Dendrology .....BIO 2313

**Oral**

Communication ....SPT 1113

Zoology I .....BIO 2414

**Humanities**

elective .....3

**Total**                      **16 hrs.**

\*CHE 2425 required for Wildlife Option. Forestry majors should consult catalog before selecting electives.



**COURSE III**  
**Liberal Arts Core Curriculum**

**First Year**

**First Semester**

**English**

Composition I . . . . .	ENG 1113
Foreign Language . . . . .	3
Math or Science . . . . .	(3 or 4)
Oral Communication, Art or Music Appreciation . . . . .	3
American National Government or Introduction to Sociology . . . . .	3
Physical Education . . . . .	1
<b>Total</b>	<b>16 or 17 hrs.</b>

**Second Semester**

**English**

Composition II . . . . .	ENG 1123
Foreign Language . . . . .	3
Math or Science . . . . .	(3 or 4)
Oral Communication, Art or Music Appreciation . . . . .	3
American National Government or Introduction to Sociology . . . . .	3
Physical Education . . . . .	1
<b>Total</b>	<b>16 or 17 hrs.</b>

**Second Year**

**First Semester**

Literature . . . . .	3
Foreign Language . . . . .	3
General Psychology I PSY 1513	
History . . . . .	3
Math or Science . . . . .	(3 or 4)
<b>Total</b>	<b>15 or 16 hrs.</b>

**Second Semester**

Literature . . . . .	3
Foreign Language . . . . .	3
Principles of Economics I . . . . .	ECO 2113
History . . . . .	3
Math or Science . . . . .	(3 or 4)
<b>Total</b>	<b>15 or 16 hrs.</b>

Some universities require two semester sequences in mathematics, natural sciences, and social sciences. Students should check the university catalog for proper course selection.



COURSE IV  
Journalism

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
Foreign Language . . . . .	3
Western	
Civilization I . . . . .	HIS 1113
Principles of	
Journalism I . . . . .	JOU 1313
Zoology I . . . . .	BIO 2414
Physical Education . . . . .	1
Total	17 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
Foreign Language . . . . .	3
Western	
Civilization II . . . . .	HIS 1123
Principles of	
Journalism II . . . . .	JOU 1323
Botany I . . . . .	BIO 1313
Physical Education . . . . .	1
Total	16 hrs.

Second Year

First Semester

Literature . . . . .	3
Foreign Language . . . . .	3
Introduction	
to Sociology . . . . .	SOC 2113
Principles of	
Economics I . . . . .	ECO 2113
Editing I . . . . .	JOU 2213
Total	15 hrs.

Second Semester

Literature . . . . .	3
Foreign Language . . . . .	3
American National	
Government . . . . .	PSC 1113
Principles of	
Economics II . . . . .	ECO 2123
Editing II . . . . .	JOU 2223
Elective . . . . .	1
Total	16 hrs.



COURSE V  
\*Criminal Justice

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
Botany I . . . . .	BIO 1313
Art Appreciation . . . . .	ART 1113
Oral Communication .	SPT 1113
College Algebra . . . . .	MAT 1313
Physical Education . . . . .	1
Total	16 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
Zoology I . . . . .	BIO 2414
Gen. Psychology . . . . .	PSY 1513
First Aid . . . . .	HPR 2213
Trigonometry . . . . .	MAT 1323
Physical Education . . . . .	1
Total	17 hrs.

Second Year

First Semester

Literature . . . . .	3
Principles of	
Accounting I . . . . .	ACC 1213
American National	
Government . . . . .	PSC 1113
History . . . . .	3
Introduction	
to Sociology . . . . .	SOC 2113
Physical Education . . . . .	1
Total	16 hrs.

Second Semester

Literature . . . . .	3
Principles of	
Accounting II . . . . .	ACC 1223
American State	
and Local Gov't . . .	PSC 1123
History . . . . .	3
Marriage and	
Family . . . . .	SOC 2143
Physical Education . . . . .	1
Total	16 hrs.

\*French may be substituted into this curriculum



**COURSE VI**  
**\*Social Work**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
Foreign Language . . . . .	3
Western	
Civilization I . . . . .	HIS 1113
College Algebra . . . . .	MAT 1313
Am. National Gov't . . . . .	PSC 1113
Physical Education . . . . .	1
Total	16 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Foreign Language . . . . .	3
Western	
Civilization II . . . . .	HIS 1123
Science . . . . .	3
Intro. to Sociology . . . . .	SOC 2113
Physical Education . . . . .	1
Total	16 hrs.

**Second Year**

**First Semester**

Literature . . . . .	3
Foreign Language . . . . .	3
American (U.S.)	
History I . . . . .	HIS 2213
Science . . . . .	3
Principles of	
Economics I . . . . .	ECO 2113
Elective . . . . .	1
Total	16 hrs.

**Second Semester**

Literature . . . . .	3
Foreign Language . . . . .	3
Marriage and Family . . . . .	SOC 2143
Science . . . . .	3
Oral Communication . . . . .	SPT 1113
Elective . . . . .	1
Total	16 hrs.

\*Foreign language requirement optional at some universities.

Several of the senior colleges are now offering a B.A. degree in social work. The course outlined above meets the first two years of the work required for the degree.

Positions are available for persons seeking employment in this field of study with the Department of Public Welfare, Department of Public Health, Girl Scouts, Boy Scouts, YMCA and YWCA, Red Cross, church affiliated welfare programs, schools for retarded children, community action programs, and other like organizations.



## COURSE VII

## Chemistry

## First Year

## First Semester

English	
Composition I	ENG 1113
General	
Chemistry I	CHE 1214
Foreign Language	3
American National	
Government	PSC 1113
Calculus IIA	MAT 1613
Physical Education	1
Total	17 hrs.

## Second Semester

English	
Composition II	ENG 1123
General	
Chemistry II	CHE 1224
Foreign Language	3
Calculus IIA	MAT 1623
Physical Education	1
Elective	3
Total	17 hrs.

## Second Year

## First Semester

Organic Chemistry I	CHE 2425
General Physics I	PHY 2414
Foreign Language	3
Calculus IIA	MAT 2513
Total	15 hrs.

## Second Semester

Organic Chemistry II	CHE 2426
General Physics II	PHY 2424
Foreign Language	3
Calculus IVA	MAT 2623
Total	15 hrs.



## HOLMES JUNIOR COLLEGE

**COURSE VIII**  
**Biological Science**

**First Year**

## First Semester

English	
Composition I . . . . .	ENG 1113
General	
Chemistry I . . . . .	CHE 1214
Botany I . . . . .	BIO 1313
Foreign Language . . . . .	3
College Algebra . . . . .	MAT 1313
Physical Education . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

## Second Semester

English	
Composition II . . . . .	ENG 1123
General	
Chemistry II . . . . .	CHE 1224
Botany II . . . . .	BIO 1323
Foreign Language . . . . .	3
Trigonometry . . . . .	MAT 1323
Physical Education . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Year**

## First Semester

Organic	
Chemistry I . . . . .	CHE 2425
Foreign Language . . . . .	3
Zoology I . . . . .	BIO 2414
Microbiology . . . . .	BIO 2924
<b>Total</b>	<b>16 hrs.</b>

## Second Semester

Organic	
Chemistry II . . . . .	CHE 2435
Foreign Language . . . . .	3
Zoology II . . . . .	BIO 2424
Literature . . . . .	3
<b>Total</b>	<b>15 hrs</b>



**COURSE IX**  
**Pre-Medical and Pre-Dental**

**First Year**

**First Semester****English**

Composition I . . . . .ENG 1113  
General Chemistry I . . . . .CHE 1214  
College Algebra . . . . .MAT 1313  
Zoology I . . . . .BIO 2414  
Foreign Language . . . . .3  
Physical Education . . . . .1  
Total 18 hrs.

**Second Semester****English**

Composition II . . . . .ENG 1123  
General  
Chemistry II . . . . .CHE 1224  
Trigonometry . . . . .MAT 1323  
Zoology II . . . . .BIO 2424  
Foreign Language . . . . .3  
Physical Education . . . . .1  
Total 18 hrs.

**Second Year**

**First Semester**

Organic Chemistry I . . . . .CHE 2425  
General Physics I . . . . .PHY 2414  
Literature . . . . .3  
Foreign Language . . . . .3  
Total 15 hrs.

**Second Semester****Organic**

Chemistry II . . . . .CHE 2435  
General Physics II . . . . .PHY 2424  
Literature . . . . .3  
Foreign Language . . . . .3  
Total 15 hrs



**COURSE X**  
**Pre-Pharmacy**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
General Chemistry I . . . .	CHE 1214
College Algebra . . . . .	MAT 1313
Principles of	
Economics I . . . . .	ECO 2113
Intro. to Sociology . . . .	SOC 2113
Total	16 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
General Chemistry II . . . .	CHE 1224
Trigonometry . . . . .	MAT 1323
*Principles of	
Economics II . . . . .	ECO 2123
Zoology I . . . . .	BIO 2414
Total	17 hrs.

**Second Year**

**First Semester**

Organic Chemistry I . . . .	CHE 2425
General Physics I . . . .	PHY 2414
Botany I . . . . .	BIO 1313
Microbiology . . . . .	BIO 2924
Elective . . . . .	2
Total	18 hrs.

**Second Semester**

Organic	
Chemistry II . . . . .	CHE 2435
General Physics II . . . .	PHY 2424
*Am. National	
Govt. . . . .	PSC 1113
*Oral Communication	SPT 1113
Elective . . . . .	3
Total	18 hrs.

\*Suggested electives.



COURSE XI  
Pre-Veterinary

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
General	
Chemistry I . . . . .	CHE 1214
College Algebra . . . . .	MAT 1313
Zoology I . . . . .	BIO 2414
Social Science	
or Humanities . . . . .	3
Total	17 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
General	
Chemistry II . . . . .	CHE 1224
Trigonometry . . . . .	MAT 1323
Botany I . . . . .	BIO 1313
Social Science	
or Humanities . . . . .	3
Total	16 hrs.

Second Year

First Semester

Organic	
Chemistry I . . . . .	CHE 2425
General Physics I . . . . .	PHY 2414
Oral Communication .	SPT 1113
Electives . . . . .	(3 or 4)
Total	15 or 16 hrs.

Second Semester

Organic	
Chemistry II . . . . .	CHE 2435
General Physics II . . .	PHY 2424
Social Science	
or Humanities . . . . .	3
Electives . . . . .	(4 or 5)
Total	16 or 17 hrs.



## COURSE XII

### \*Medical Technology

#### First Year

##### First Semester

English	
Composition I	ENG 1113
General Orientation I	CHE 1014
College Algebra	MAT 1013
**Foreign Language	
Zoology I	BIO 2414
Total	17 hrs.

##### Second Semester

English	
Composition II	ENG 1123
General	
Chemistry II	CHE 1224
Trigonometry	MAT 1323
Foreign Language	3
Zoology II	BIO 2424
Total	17 hrs.

#### Second Year

##### First Semester

Organic	
Chemistry I	CHE 2423
General Physics I	PHYS 2414
Foreign Language	3
Human Anatomy &	
Physiology I	BIO 2413
Microbiology	BIO 2424
Total	19 hrs.

##### Second Semester

Organic	
Chemistry II	CHE 2435
Microbiology	3
Foreign Language	3
Human Anatomy &	
Physiology II	BIO 2523
Statistics	1
Total	15 hrs.

\*Designed to fulfill the lower division requirements of the School of Health Related Professions at the Mississippi Medical Center.

\*\*Optional. If a student is considering graduate work, 12 semester hours of foreign language should be completed. A student who does not take foreign language must take 6 hours of psychological sciences and 3 additional hours of mathematics. (Total 65 hours)



**COURSE XIII****Medical Record Administration****First Year****First Semester****English**

Composition I . . . . .	ENG 1113
Zoology I . . . . .	BIO 2414
Intermediate Algebra	MAT 1233
General Chemistry I .	CHE 1214
Electives . . . . .	3
<b>Total</b>	<b>17 hrs.</b>

**Second Semester****English**

Composition II . . . . .	ENG 1123
Zoology II . . . . .	BIO 2424
College Algebra . . . . .	MAT 1313
General Chemistry II .	CHE 1224
Electives . . . . .	3
<b>Total</b>	<b>17 hrs.</b>

**Second Year****First Semester**

Literature . . . . .	3
General Psychology I	PSY 1513
*Typing . . . . .	3
**Microbiology . . . . .	BIO 2924
Electives . . . . .	3
<b>Total</b>	<b>16 hrs.</b>

**Second Semester**

Literature . . . . .	3
Oral Communication .	SPT 1113
*Typing . . . . .	3
**Business	
Communications . .	SEC 2613
**Adolescent	
Psychology . . . . .	EPY 2523
<b>Total</b>	<b>15 hrs.</b>

This program is designed to transfer to the School of Health Related Professions at the Mississippi Medical Center. Students will be required to take an introductory course in data processing during a summer session.

\*Optional. Typing proficiency required.

\*\*Suggested electives.



**COURSE XIV****\*Nursing****First Year****First Semester**

English  
 Composition I .....ENG 1113  
 Zoology I .....BIO 2414  
 General  
 Chemistry I .....CHE 1214  
 Oral  
 Communication ....SPT 1113  
 Introduction to  
 Sociology ... ..SOC 2113  
 Total 17 hrs.

**Second Semester**

General  
 Psychology .....PSY 1513  
 English  
 Composition II ....ENG 1123  
 Zoology II .....BIO 2424  
 General  
 Chemistry II .....CHE 1224  
 College  
 Algebra .....MAT 1313  
 Total 17 hrs.

**Second Year****First Semester**

Child  
 Psychology .....EPY 2513  
 Human Anatomy &  
 Physiology I .....BIO 2513  
 Literature .....3  
 Microbiology .....BIO 2924  
 History elective .....3  
 Total 16 hrs.

**Second Semester**

Human Anatomy &  
 Physiology II .....BIO 2523  
 \*\*Restricted  
 Elective .....3  
 Adolescent  
 Psychology .....EPY 2523  
 Marriage and Family .SOC 2143  
 History elective .....3  
 Total 15 hrs.

\*Designed to fulfill the lower division requirements of the Schools of Nursing at the Mississippi Medical Center, Mississippi University for Women, and Delta State University. These are baccalaureate and RN degree programs.

\*\*Select from Economics, Geography, or Political Science.



COURSE XV  
\*Physical Therapy

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
General Chemistry I . . . . .	CHE 1214
College Algebra . . . . .	MAT 1313
Zoology I . . . . .	BIO 2414
General	
Psychology I . . . . .	PSY 1513
Total	17 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
General Chemistry II . . . . .	CHE 1224
Trigonometry . . . . .	MAT 1323
Zoology II . . . . .	BIO 2424
Adolescent	
Psychology . . . . .	EPY 2523
Total	17 hrs.

Second Year

First Semester

Literature . . . . .	3
General Physics I . . . . .	PHY 2414
Human Anatomy and	
Physiology I . . . . .	BIO 2513
Foreign Language . . . . .	3
Oral Communication . . . . .	SPT 1113
Total	16 hrs.

Second Semester

Fine Arts . . . . .	3
**Restricted Elective . . . . .	3
Human Anatomy and	
Physiology II . . . . .	BIO 2523
General Physics II . . . . .	PHY 2424
Foreign Language . . . . .	3
Total	16 hrs

\*Designed to fulfill the lower division requirements of the School of Health Related Professions at the University of Mississippi Medical Center. Students who plan on attending another educational institution should follow the requirements of that school

\*\*Select from Sociology, Economics, or History



**COURSE XVI**  
**Pre-Engineering Technology**

**First Year**

**First Semester**

English  
 Composition I .....ENG 1113  
 General  
 Chemistry I .....CHE 1214  
 Graphic  
 Communications ...GRA 1142  
 College Algebra .....MAT 1313  
 \*Restricted Electives .....4  
 Total 16 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 General  
 Chemistry II .....CHE 1224  
 Visualization and  
 Graphic Design ...GRA 1152  
 Trigonometry .....MAT 1323  
 \*Restricted Electives .....4  
 Total 16 hrs.

**Second Year**

**First Semester**

Principles of  
 Economics I .....ECO 2113  
 General Physics I ....PHY 2414  
 Calculus IA .....MAT 1613  
 Restricted Electives .....6  
 Total 16 hrs.

**Second Semester**

Principles of  
 Economics II .....ECO 2123  
 General Physics II ...PHY 2424  
 Calculus IIA .....MAT 1623  
 Restricted Electives .....6  
 Total 16 hrs.

\*Restricted electives check Mississippi State University catalog for proper course selection.



## COURSE XVII Architecture

### First Year

#### First Semester

English	
Composition I . . . . .	ENG 1113
Drawing I . . . . .	ART 1313
College Algebra . . . . .	MAT 1313
General	
Psychology I . . . . .	PSY 1513
Western Civilization I .	HIS 1113
Total	15 hrs.

#### Second Semester

English	
Composition II . . . . .	ENG 1123
Drawing II . . . . .	ART 1323
Trigonometry . . . . .	MAT 1323
Oral	
Communication . . . . .	SPT 1113
Elective . . . . .	3
Total	15 hrs.

### Second Year

#### First Semester

Calculus IA . . . . .	MAT 1613
General Physics I . . . .	PHY 2414
Intro. to Sociology . . .	SOC 2113
Business Law I . . . . .	BAD 2413
Elective . . . . .	3
Total	16 hrs.

#### \*Second Semester

\*Because of the long sequence of architecture courses, students should transfer after the third semester.



## HOLMES JUNIOR COLLEGE

COURSE XVIII  
+ Engineering

## First Year

## First Semester

English	
Composition I . . . . .	ENG 1113
General	
Chemistry I . . . . .	CHE 1214
Graphic	
Communications I .	GRA 1142
American (U.S.)	
Hist. I . . . . .	HIS 2213
Calculus IA . . . . .	MAT 1613
Physical Education . . . . .	1
Total	16 hrs.

## Second Semester

Am. National Gov't. . .	PSC 1113
General	
Chemistry II . . . . .	CHE 1224
Visualization & Graphic	
Design . . . . .	GRA 1152
Calculus IIA . . . . .	MAT 1623
Physical Education . . . . .	1
English	
Composition II . . . . .	ENG 1123
Total	16 hrs.

## Second Year

## First Semester

Physics IA . . . . .	PHY 2514
Calculus IIIA . . . . .	MAT 2613
Literature . . . . .	3
Differential	
Equations . . . . .	MAT 2913
+ Principles of	
Economics I . . . . .	ECO 2113
Total	16 hrs.

## Second Semester

Physics IIA . . . . .	PHY 2524
Calculus IVA . . . . .	MAT 2623
Engineering	
Mechanics . . . . .	EGR 2413
+ Electives . . . . .	6
Total	16 hrs.

+ Check senior college catalog for proper course. Where Organic Chemistry is required Economics I will not be taken. Agriculture Engineering students do not take Economics I but do take AGR 2713 (Agricultural Economics) the second semester of the sophomore year.



**COURSE XIX**  
**Art Education**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
History . . . . .	3
Drawing I . . . . .	ART 1313
Design I . . . . .	ART 1413
Botany I . . . . .	BIO 1313
Physical Education . . . . .	1
<b>Total</b>	<b>16 hrs.</b>

**Second Semester**

English	
Composition II . . . . .	ENG 1123
History . . . . .	3
Drawing II . . . . .	ART 1323
Design II . . . . .	ART 1423
Zoology I . . . . .	BIO 2414
Physical Education . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Year**

**First Semester**

Literature . . . . .	3
Am. National Gov't. . . . .	PSC 1113
Drawing III . . . . .	ART 2313
Personal & Community	
Health I . . . . .	HPR 1213
General Psychology I . . . . .	PSY 1513
<b>Total</b>	<b>15 hrs.</b>

**Second Semester**

Literature . . . . .	3
Adolescent	
Psychology . . . . .	EPY 2523
Drawing IV . . . . .	ART 2323
Intro. to Sociology . . . . .	SOC 2113
Oral Communication . . . . .	SPT 1113
Elective . . . . .	1
<b>Total</b>	<b>16 hrs.</b>



**COURSE XX**  
**Elementary Education**

**First Year**

First Semester		Second Semester	
English		English	
Composition I . . . . .	ENG 1113	Composition II . . . . .	ENG 1123
History . . . . .	3	History . . . . .	3
The Real		Informal Geometry &	
Number System . . . . .	MAT 1723	Algebra . . . . .	MAT 1733
Zoology I . . . . .	BIO 2414	Botany I . . . . .	BIO 1313
World Geography . . . . .	GEO 1113	General Psychology I . . . . .	PSY 1513
Physical Education . . . . .	1	Physical Education . . . . .	1
Total	17 hrs.	Total	16 hrs.

**Second Year**

First Semester		Second Semester	
Literature . . . . .	3	Literature . . . . .	3
Child Psy. or		Adolescent Psy. or	
Oral Communication . . . . .	3	Oral Communication . . . . .	3
Personal & Community		Physical Science	
Health I . . . . .	HPR 1213	Survey II . . . . .	PHY 2223
Physical Science		Intro. to Sociology . . . . .	SOC 2113
Survey I . . . . .	PHY 2213	Area of Concentration . . . . .	3
Area of Concentration . . . . .	3	Total	15 hrs.
Elective . . . . .	1		
Total	16 hrs.		

+ Grades K-3 take EPY 2513; Grades 4-8 take EPY 2523; Grades K-8 must take both EPY 2513 and EPY 2523.

- (a) For Grades K-3 one area of concentration is required.
- (b) For Grades 4-8 two areas of concentration are required.
- (c) Special Education majors must use one area of concentration in the field of Special Education which must be taken on the senior college level.

Requirements for an area of concentration follow:

English . . . . .	21 hrs.	Health & Physical Ed. . . . .	15 hrs.
Library Science . . . . .	15 hrs.	Music . . . . .	12 hrs.
Art . . . . .	15 hrs.	Special Education . . . . .	12 hrs.
Speech . . . . .	12 hrs.	Social Studies . . . . .	18 hrs.
Mathematics . . . . .	12 hrs.	Reading . . . . .	12 hrs.
Science . . . . .	18 hrs.		



**COURSE XXI**  
**Secondary Education**  
**Music—Instrument Majors**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
Music Theory I . . . . .	MUS 1214
Music Literature I . . . . .	MUS 2412
Major Instrument I . . . . .	2
Class Piano I . . . . .	MUA 1511
Band I . . . . .	MUO 1111
Oral Communication . . . . .	SPT 1113
Elective . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Music Theory II . . . . .	MUS 1224
Music Literature II . . . . .	MUS 2422
Major Instrument II . . . . .	2
Class Piano II . . . . .	MUA 1521
Band II . . . . .	MUO 1121
Social Science Elective . . . . .	3
Elective . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Year**

**First Semester**

Literature . . . . .	3
Music Theory III . . . . .	MUS 2214
Major Instrument III . . . . .	2
Class Piano III . . . . .	MUA 2511
Band III . . . . .	MUO 2111
History . . . . .	3
Science . . . . .	(3 or 4)
<b>Total</b>	<b>17 or 18 hrs.</b>

**Second Semester**

Literature . . . . .	3
Music Theory IV . . . . .	MUS 2224
Major Instrument IV . . . . .	2
Class Piano IV . . . . .	MUA 2521
Band IV . . . . .	MUO 2121
History . . . . .	3
Science . . . . .	(3 or 4)
<b>Total</b>	<b>17 or 18 hrs.</b>

Instrumental majors are required to earn 64 semester hours in addition to band and other Music Organizations courses to be eligible for an AA degree.



COURSE XXII  
Secondary Education  
Music—Piano Majors

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
Music Theory I . . . . .	MUS 1214
Music Literature I . . . .	MUS 2412
Piano for Music	
Majors I . . . . .	MUA 1573
Class Voice I . . . . .	MUA 1711
Oral Communication .SPT	1113
Total	16 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
Music Theory II . . . . .	MUS 1224
Music Literature II . . . .	MUS 2422
Piano for Music	
Majors II . . . . .	MUA 1583
Class Voice II . . . . .	MUA 1721
Social Science . . . . .	3
Total	16 hrs.

Second Year

First Semester

Literature . . . . .	3
Music Theory III . . . . .	MUS 2214
Piano for Music	
Majors III . . . . .	MUA 2573
History . . . . .	3
Science . . . . .	(3 or 4)
Total	16 or 17 hrs.

Second Semester

Literature . . . . .	3
Music Theory IV . . . . .	MUS 2224
Piano for Music	
Majors IV . . . . .	MUA 2583
History . . . . .	3
Science . . . . .	(3 or 4)
Total	16 or 17 hrs.

Piano majors are required to earn 64 semester hours in addition to Music Organizations courses to be eligible for an AA degree.



**COURSE XXIII**  
**Secondary Education**  
**Music—Voice Majors**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
Music Theory I . . . . .	MUS 1214
Music Literature I . . . .	MUS 2412
Voice for Music Education	
Majors I . . . . .	MUA 1772
Class Piano I . . . . .	MUA 1511
Choir I . . . . .	MUO 1211
Oral Communication .SPT	1113
Elective . . . . .	1
Total	17 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Music Theory II . . . . .	MUS 1224
Music Literature II . . . .	MUS 2422
Voice for Music Education	
Majors II . . . . .	MUA 1782
Class Piano II . . . . .	MUA 1521
Choir II . . . . .	MUO 1221
Social Science . . . . .	3
Elective . . . . .	1
Total	17 hrs.

**Second Year**

**First Semester**

Literature . . . . .	3
Music Theory III . . . . .	MUS 2214
Voice for Music Education	
Majors III . . . . .	MUA 2772
Class Piano III . . . . .	MUA 2511
Choir III . . . . .	MUO 2211
History . . . . .	3
Science . . . . .	(3 or 4)
Total	17 or 18 hrs.

**Second Semester**

Literature . . . . .	3
Music Theory IV . . . . .	MUS 2224
Voice for Music Education	
Majors IV . . . . .	MUA 2782
Class Piano IV . . . . .	MUA 2521
Choir IV . . . . .	MUO 2221
History . . . . .	3
Science . . . . .	(3 or 4)
Total	17 or 18 hrs.

Voice majors are required to earn 64 semester hours in addition to choir and other Music Organizations courses to be eligible for an AA degree.



COURSE XXIV  
Secondary Education  
English, Social Science, and Library Science

First Year

First Semester	Second Semester
English Composition I . . . . .ENG 1113	English Composition II . . . . .ENG 1123
Western Civilization I . . . . .HIS 1113	Western Civilization II . . . . .HIS 1123
Music Appreciation . . . . .MUS 1113 or Art Appreciation ART 1113	World Geography (GEO 1113) or Intro. to Sociology (SOC 2113) . . . . .3
General Psychology I PSY 1513	Oral Communication .SPT 1113
+Mathematics . . . . .3	Adolescent Psychology . . . . .EPY 2523
Physical Education . . . . .1	Physical Education . . . . .1
Total 16 hrs.	Total 16 hrs.

Second Year

First Semester	Second Semester
Literature . . . . .3	Literature . . . . .3
Physical Science Survey I . . . . .PHY 2213	Physical Science Survey II . . . . .PHY 2223
Zoology I . . . . .BIO 2414	Botany I . . . . .BIO 1313
American History I . . . . .HIS 2213	American History II . . . . .HIS 2223
Am. National Gov't. . . . .PSC 1113	Personal & Community Health I . . . . .HPR 1213
Total 16 hrs.	Elective . . . . .1
	Total 16 hrs.

+ College Algebra or Real Number System



**COURSE XXV**  
**Secondary Education**  
**Physical Education**

**First Year**

**First Semester**

English  
 Composition I .....ENG 1113  
 History .....3  
 Mathematics .....3  
 Intro. to Health, Phy. Ed.  
 and Recreation ....HPR 1313  
 General Psychology I PSY 1513  
 Softball, Stunts and  
 Tumbling .....HPR 1511  
 Total 16 hrs.

**Second Semester**

English  
 Composition II ....ENG 1123  
 History .....3  
 Music Appreciation (MUS 1113)  
 or Art Appreciation ..ART 1113  
 First Aid .....HPR 2213  
 Oral Communication .SPT 1113  
 Volleyball and  
 Basketball .....HPR 1521  
 Total 16 hrs.

**Second Year**

**First Semester**

Literature .....3  
 Zoology I .....BIO 2414  
 Physical Science  
 Survey I .....PHY 2213  
 Recreational  
 Leadership .....HPR 2323  
 Social Science  
 elective .....3  
 Tennis &  
 Square Dance ....HPR 1531  
 Total 17 hrs.

**Second Semester**

Literature .....3  
 Zoology II .....BIO 2424  
 Physical Science  
 Survey II .....PHY 2223  
 Personal & Community  
 Health I .....HPR 1213  
 Adolescent  
 Psychology .....EPY 2523  
 Badminton and  
 Paddle Tennis ....HPR 1541  
 Total 17 hrs.

Physical Education majors are required to take the activities courses even though participating in varsity sports.



**COURSE XXVI**  
**Secondary Education**  
**Home Economics**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
Western	
Civilization I . . . . .	HIS 1113
Botany I . . . . .	BIO 1313
General	
Psychology I . . . . .	PSY 1513
Food Selection and	
Preparation . . . . .	HEC 1213
Physical Education . . . . .	1
Total	16 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Western	
Civilization II . . . . .	HIS 1123
College Algebra . . . . .	MAT 1313
Adolescent	
Psychology . . . . .	EPY 2523
Elementary	
Clothing . . . . .	HEC 1313
Physical Education . . . . .	1
Total	16 hrs.

**Second Year**

**First Semester**

Literature . . . . .	3
Physical Science . . . . .	(3 or 4)
Design I . . . . .	ART 1413
Introduction to	
Sociology . . . . .	SOC 2113
Social Usage . . . . .	HEC 1111
Elective . . . . .	3
Total	16 or 17 hrs.

**Second Semester**

Literature . . . . .	3
Physical Science . . . . .	(3 or 4)
Oral Communication .	SPT 1113
Marriage and Family .	SOC 2143
Personal and Community	
Health I . . . . .	HPR 1213
Elective . . . . .	1
Total	16 or 17 hrs.

The Home Economics Department at most universities offer several majors in addition to home economics education. These usually include Child Development, Consumer Economics and Home Management, Clothing Merchandising, Home Furnishings or Interior Design, and Foods and Nutrition. By proper substitutions into the above course outline, a student may meet the lower division requirements for another option.



**COURSE XXVII**  
**Secondary Education**  
**+ Science Majors—Biology**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
College Algebra . . . . .	MAT 1313
General Chemistry I . . . . .	CHE 1214
History . . . . .	3
Botany I . . . . .	BIO 1313
Physical Education . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Trigonometry . . . . .	MAT 1323
General Chemistry II . . . . .	CHE 1224
History . . . . .	3
Botany II . . . . .	BIO 1323
Physical Education . . . . .	1
<b>Total</b>	<b>17 hrs.</b>

**Second Year**

**First Semester**

Literature . . . . .	3
Zoology I . . . . .	BIO 2414
Social Science . . . . .	3
General	
Psychology I . . . . .	PSY 1513
Fine Arts . . . . .	3
<b>Total</b>	<b>16 hrs</b>

**Second Semester**

Literature . . . . .	3
Zoology II . . . . .	BIO 2424
Social Science . . . . .	3
Adolescent	
Psychology . . . . .	EPY 2523
Personal & Community	
Health I . . . . .	HPR 1213
<b>Total</b>	<b>16 hrs.</b>

+ By proper substitution into the above course outline, a student may meet the lower division requirements for teacher certification in Chemistry, Physics, Combined Science, General Science, or Earth Science.



**COURSE XXVIII**  
**Secondary Education**  
**Mathematics Majors**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
College Algebra . . . . .	MAT 1313
History . . . . .	3
Fine Arts . . . . .	3
Biological Science . . . . .	3
Physical Education . . . . .	1
Total	16 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Trigonometry . . . . .	MAT 1323
History . . . . .	3
Oral Communication . . . . .	SPT 1113
Biological Science . . . . .	3
Physical Education . . . . .	1
Total	16 hrs.

**Second Year**

**First Semester**

Literature . . . . .	3
Calculus IA . . . . .	MAT 1613
General	
Psychology I . . . . .	PSY 1513
Personal &	
Community Health . . . . .	HPR 1213
+Physical Science . . . . .	3 or 4
Total	16 hrs.

**Second Semester**

Literature . . . . .	3
Calculus IIA . . . . .	MAT 1623
Adolescent	
Psychology . . . . .	EPY 2523
American National	
Government . . . . .	PSC 1113
+Physical Science . . . . .	3 or 4
Total	16 hrs.

\*PHY 2414 and PHY 2424 are suggested to meet the physical science requirement.



**COURSE XXIX**  
**Secondary Education**  
**Business Education**

**First Year**

**First Semester**

English  
 Composition I .....ENG 1113  
 General  
 Psychology I .....PSY 1513  
 History .....3  
 Real Number  
 System .....MAT 1723  
 Music Appreciation (MUS 1113)  
 or Art Appreciation ART 1113  
 Physical Education .....1  
 Total 16 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 Adolescent  
 Psychology .....EPY 2523  
 History .....3  
 Principles of  
 Accounting I .....ACC 1213  
 Am. National Gov't. ..PSC 1113  
 Physical Education .....1  
 Total 16 hrs.

**Second Year**

**First Semester**

Principles of  
 Accounting II .....ACC 1223  
 Principles of  
 Economics I .....ECO 2113  
 Accounting Practice  
 Case I .....ACC 1211  
 Botany I .....BIO 1313  
 Literature .....3  
 Physical Science  
 Survey I .....PHY 2213  
 Total 16 hrs.

**Second Semester**

Oral Communication .SPT 1113  
 Personal & Community  
 Health .....HPR 1213  
 Accounting Practice  
 Case II .....ACC 1221  
 Zoology I .....BIO 2414  
 Literature .....3  
 Physical Science  
 Survey II .....PHY 2223  
 Total 17 hrs.



## HOLMES JUNIOR COLLEGE

**COURSE XXX**  
**Secondary Education**  
**Industrial Arts**

**First Year**

**First Semester**

English	
Composition I . . . . .	ENG 1113
Engineering	
Drawing I . . . . .	GRA 1112
Woodwork I . . . . .	IED 1213
Physical Science	
Survey I . . . . .	PHY 2213
Mathematics . . . . .	3
Physical Education . . . . .	1
Total	15 hrs.

**Second Semester**

English	
Composition II . . . . .	ENG 1123
Engineering	
Drawing II . . . . .	GRA 1122
Woodwork II . . . . .	IED 1223
Physical Science	
Survey II . . . . .	PHY 2223
Oral Communication . . . . .	SPT 1113
Physical Education . . . . .	1
Total	15 hrs.

**Second Year**

**First Semester**

General Metal Work . . . . .	IED 2313
Literature . . . . .	3
History . . . . .	3
General	
Psychology I . . . . .	PSY 1513
Am. National Gov't. . . . .	PSC 1113
Elective . . . . .	1
Total	16 hrs.

**Second Semester**

Forging & Welding . . . . .	IED 2323
Literature . . . . .	3
History . . . . .	3
Personal & Community	
Health . . . . .	HPR 1213
Adolescent Psy. . . . .	EPY 2523
Biological	
Science . . . . .	(3 or 4)
Total	18 or 19 hrs.



COURSE XXXI  
Industrial Technology

First Year

First Semester

English	
Composition I . . . . .	ENG 1113
Engineering	
Drawing I . . . . .	GRA 1112
Woodwork I . . . . .	IED 1213
College Algebra . . . . .	MAT 1313
General	
Psychology I . . . . .	PSY 1513
Physical Education . . . . .	1
Total	15 hrs.

Second Semester

English	
Composition II . . . . .	ENG 1123
Engineering	
Drawing II . . . . .	GRA 1122
Woodwork II . . . . .	IED 1223
Trigonometry . . . . .	MAT 1323
American National	
Government . . . . .	PSC 1113
Physical Education . . . . .	1
Total	15 hrs.

Second Year

First Semester

General Physics I . . . . .	PHY 2414
General	
Chemistry I . . . . .	CHE 1214
Calculus IA . . . . .	MAT 1613
General Metal Work . . . . .	IED 2313
History . . . . .	3
Total	17 hrs.

Second Semester

General Physics II . . . . .	PHY 2424
General	
Chemistry II . . . . .	CHE 1224
Principles of	
Economics II . . . . .	ECO 2123
Forging and Welding . . . . .	IED 2323
Oral Communication . . . . .	SPT 1113
Total	17 hrs.



COURSE XXXII  
Business and Commerce

First Year

First Semester	Second Semester
English Composition I .....ENG 1113	English Composition II .....ENG 1123
History .....3	History .....3
Behavioral Science .....3	Fine Arts .....3
College Algebra .....MAT 1313	Trigonometry .....MAT 1323
Oral Communication (SPT 1113) or Am. National Gov't. ....PSC 1113	American National Gov't. (PSC 1113) or Oral Communication ....SPT 1113
Physical Education .....1	Physical Education .....1
Total 16 hrs.	Total 16 hrs.

Second Year

First Semester	Second Semester
Literature .....3	Literature .....3
Science .....3	Science .....3
Principles of Economics I .....ECO 2113	Principles of Economics II .....ECO 2123
Business Law I .....BAD 2413	Business Statistics .....BAD 2323
Principles of Accounting I .....ACC 1213	Principles of Accounting II .....ACC 1223
Elective .....1	Elective .....1
Total 16 hrs.	Total 16 hrs.

**TECHNICAL EDUCATION**

The programs of study set forth on the following pages are designed to lead to the Associate of Applied Science Degree from this college. They are designed for the student who desires to go to work upon completion of two years of college. These programs are referred to as terminal programs. They are not designed for transfer.

Students applying for admission in Technical Education must meet the same admission requirements as other college students. Although all courses offered in every program are college-level courses, most programs contain some courses which will not apply toward a bachelor's degree.

The student who completes the requirements for the Associate of Applied Science Degree is prepared to enter employment at the level of the semi-professional or technician. The demand for trained people at this level is very great, and it is expected to become greater.

**TECHNICAL EDUCATION PROGRAMS****Business and Office Technology**

- (a) Accounting Clerk—One-Year Certificate
- (b) Clerk Typist—One-Year Certificate
- (c) Secretarial—One-Year Certificate and or Associate of Applied Science Degree

**Data Processing****Drafting and Design****Building and Construction****Child Care****Radio and Television Broadcasting**



**COURSE XXXIII**  
**Business And Office Technology**

**First Year**

**(a) Accounting Clerk**

**First Semester**

English  
 Composition I .....ENG 1113  
 Principles of  
 Accounting I .....ACC 1213  
 Accounting  
 Practice Case I ....ACC 1211  
 Business Law I .....BAD 2413  
 Data Processing I ...DPR 115T  
 Office Machines .....SEC 2523  
 Total 18 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 Principles of  
 Accounting II .....ACC 1223  
 Accounting  
 Practice Case II ...ACC 1221  
 Typewriting .....3  
 Data Processing II ...DPR 125T  
 Business Management .....3  
 Total 18 hrs.

**(b) Clerk-Typist**

**First Semester**

English  
 Composition I .....ENG 1113  
 +Typewriting .....3  
 Office Machines .....SEC 2523  
 Records  
 Management .....SEC 1313  
 Secretarial Practice ..SEC 2413  
 Business Law I .....BAD 2413  
 Total 18 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 Typewriting .....3  
 Office Appliances ....SEC 2513  
 Business  
 Communications ..SEC 2613  
 Oral Communication .SPT 1113  
 Total 15 hrs.

**(c) Secretarial Option**

**First Semester**

English  
 Composition I .....ENG 1113  
 + Typewriting .....3  
 + Shorthand .....3  
 Office Machines .....SEC 2523  
 Secretarial  
 Practice .....SEC 2413  
 Records  
 Management .....SEC 1313  
 Total 18 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 Typewriting .....3  
 Shorthand .....3  
 Office Appliances ....SEC 2513  
 Business  
 Communications ..SEC 2613  
 Key Punch, Sorter and  
 Verifier (DPR 112T) or  
 Elective .....2 or 3  
 Total 17 or 18 hrs.

**Second Year**  
**(Secretarial Only)**

**First Semester**

Accounting	
Practice Case I ....ACC 1211	
Principles	
of Accounting I ....ACC 1213	
Mathematics .....3	
Principles	
of Economics I ....ECO 2113	
Typewriting .....3	
Business Law I .....BAD 2413	
Total	16 hrs.

**Second Semester**

Accounting	
Practice Case II ...ACC 1221	
Principles	
of Accounting II ...ACC 1223	
Shorthand .....3	
Principles	
of Economics II ...ECO 2123	
Secretarial	
Practicum .....SEC 2713	
Elective .....3	
Total	16 hrs.

† Students with a year of high school typewriting or shorthand normally schedule the intermediate level courses. If these students elect (with the approval of the Academic Dean) to schedule the elementary level courses, the credit earned may be applied toward a one-year Certificate or a two-year Certificate of Graduation only. The credit would not apply toward an Associate of Applied Science degree.



# **COURSE XXXIV** **Data Processing**

## **First Year**

### **First Semester**

#### **English**

Composition I .....ENG 1113  
College Algebra .....MAT 1313  
Data Processing I ...DPR 115T  
Oral Communication .SPT 1113  
Physical Education .....1  
Total 15 hrs.

### **Second Semester**

#### **English**

Composition II .....ENG 1123  
Trigonometry .....MAT 1323  
Data Processing II ...DPR 125T  
Principles of  
Accounting I .....ACC 1213  
Physical Education .....1  
Total 15 hrs.

## **Second Year**

### **First Semester**

#### **Accounting Practice**

Case I .....ACC 1211  
Principles of  
Accounting II .....ACC 1223  
Principles of  
Economics I .....ECO 2113  
Business Law I .....BAD 2413  
Computer Business  
Applications .....DPR 215T  
American National  
Government .....PSC 1113  
Total 18 hrs

### **Second Semester**

#### **Business**

Communications ..SEC 2613  
General  
Psychology I .....PSY 1513  
Cost Accounting ....ACC 2313  
Systems Analysis &  
Design .....DPR 224T  
Other Programming  
Language I .....DPR 234T  
Total 17 hrs.

**COURSE XXXV**  
**Drafting and Design Technology**

**First Year**

**First Semester**

English  
 Composition I . . . .ENG 1113  
 Fundamentals of  
 Drafting . . . . .GRA 113T  
 Technical Math I . . . .MAT 113T  
 Computational  
 Methods . . . . .EGR 113T  
 Principles of Economics I  
 or Cost and  
 Estimating I . . . . .BCN 343T  
 Oral Communication .SPT 1113  
 Total 18 hrs.

**Second Semester**

English  
 Composition II . . . .ENG 1123  
 Descriptive  
 Geometry . . . . .GRA 223T  
 Technical Math II . . . .MAT 223T  
 Industrial  
 Psychology . . . . .PSY 413T  
 Machine Drafting . . . .GRA 235T  
 Total 17 hrs.

**Second Year**

**First Semester**

Elec.-Piping-Sheet  
 Metal Draft . . . . .GRA 345T  
 Architectural  
 Drafting . . . . .GRA 355T  
 Physics . . . . .PHY 323T  
 Statics & Str. of Mat. EGR 213T  
 Total 16 hrs.

**Second Semester**

Structural Drafting . .GRA 465T  
 Map and Topographic  
 Drawing . . . . .GRA 474T  
 Physics . . . . .PHY 423T  
 Surveying . . . . .EGR 343T  
 Total 15 hrs.



**COURSE XXXVI****Building and Construction Technology**

Construction Technology is concerned with the designing, supervision, and construction of homes, commercial buildings, and other building projects. The course offers both creative and practical training. The student is taught to draw plans, design, and follow through with the construction details and methods.

Emphasis is placed on Architectural Technology, which offers such projects as building specifications and codes, blueprint reading, building design, cost and estimates. Basic subjects as physics, mathematics, English, human relations, small business management, general woodwork, technical writing, and public speaking are included.

Students who complete this course are prepared to fill jobs in architectural and engineering offices, with building contractors, and with manufacturers of building materials. Some of the many jobs available to persons trained in this field include: architectural and engineering draftsmen, junior engineering, general contractor's assistant, manager or salesman for building materials and lumber companies, appraiser and inspector, and estimator.

**First Year****First Semester****English**

Composition I . . . . .ENG 1113

Tech. Mathematics I .MAT 113T

**Fundamentals**

of Carpentry . . . . .BCN 113T

**Fundamentals**

of Drafting . . . . .GRA 113T

Blue Print Reading-

Building Trades . . .BCN 123T

Total 15 hrs.

**Second Semester****English**

Composition II . . . .ENG 1123

Tech. Mathematics II MAT 223T

**Contracts &**

Specifications . . . . .BCN 253T

Building Materials . . .BCN 233T

**Const. Meth. &**

Eqpt. . . . .BCN 263T

**Descriptive**

Geometry . . . . .GRA 223T

Total 18 hrs.

**Second Year****First Semester****Architectural**

Drafting . . . . .GRA 355T

**Cost and**

Estimating I . . . . .BCN 343T

Business Law I . . . . .BAD 2413

Social Science or

History Elec. . . . .3

Oral Communication .SPT 1113

Total 17 hrs.

**Second Semester**

Structural Drafting . .GRA 465T

Building Design . . . .BCN 424T

**Cost and**

Estimating II . . . . .BCN 443T

Elem. Surveying . . . .EGR 343T

Total 15 hrs



**COURSE XXXVII**  
**Child Care Technology**

**First Year**

**First Semester**

English  
 Composition I .....ENG 1113  
 General  
 Psychology I .....PSY 1513  
 Child and Family  
 Relations .....CCR 113T  
 Literature for Young  
 Children .....CCR 123T  
 Introduction to Early Childhood  
 Education .....CCR 133T  
 Curriculum Ideas for  
 Young Children ...CCR 111T  
 Total 16 hrs.

**Second Semester**

English  
 Composition II .....ENG 1123  
 Introduction to  
 Sociology .....SOC 2113  
 Creative Arts .....CCR 213T  
 Physical and Motor  
 Development for Preschool  
 Children .....CCR 243T  
 Child Nutrition and  
 Health Care .....CCR 233T  
 First Aid .....CCR 211T  
 Total 16 hrs.

**Second Year**

**First Semester**

Child Psychology ....EPY 2513  
 Language Arts for Pre-  
 school Children ...CCR 313T  
 Science and Number  
 Concepts For Preschool  
 Children .....CCR 323T  
 Day Care and Kindergarten  
 Practicum I .....CCR 324T  
 Elective .....3  
 Total 16 hrs.

**Second Semester**

Oral Communication .SPT 1113  
 Day Care and Kindergarten  
 Practicum II .....CCR 414T  
 Administration of Preschool  
 Programs .....CCR 413T  
 Teaching the Special  
 Child .....CCR 423T  
 Methods and Materials  
 for Teaching Preschool  
 Children .....CCR 433T  
 Total 16 hrs.



## COURSE XXXVIII

## Radio and Television Broadcasting Technology

## First Year

## First Semester

## English

Composition I . . . . .ENG 1113

## Reading

Improvement I . . . . .REA 1212

## Principles of

Journalism I . . . . .JOU 1313

FCC License . . . . .RTB 121T

## Introduction to

Broadcasting . . . . .RTB 113T

Announcing . . . . .RTB 134T

Total 16 hrs.

## Second Semester

## English

Composition II . . . . .ENG 1123

## Reading

Improvement II or

Speed Reading I . . . . .2

## Elementary Typewriting or

Business Communications .3

Radio Production . . . . .RTB 244T

Radio News . . . . .RTB 213T

FCC License . . . . .RTB 221T

Total 16 hrs.

## Second Year

## First Semester

Business Law I . . . . .BAD 2413

Oral Communication .SPT 1113

## Mass

Communications I .RTB 333T

## Radio and Television

Writing . . . . .RTB 363T

## Television

Production . . . . .RTB 364T

Total 16 hrs.

## Second Semester

Business Management . . . . .3

Elective . . . . .3

## Mass

Communications II RTB 443T

## Station

Administration . . . . .RTB 453T

## Radio and Television

Broadcasting

Laboratory . . . . .RTB 424T

Total 16 hrs.

## VOCATIONAL EDUCATION

The Division of Vocational Education provides programs of study, facilities, and instruction of high quality to every youth and adult who possesses the desire and capability to acquire the knowledge and skills which will enable him to successfully enter and compete in the world of work. Specific occupational training is offered in seven courses of study, each having the objective of aiding students in developing those skills, attitudes, understandings, work habits, and knowledge which will lead to a productive, personally satisfying, and socially useful life.

A student may enter Welding or Auto Mechanics at the beginning of the fall or spring semester. Entrance into other courses is limited to Fall semester only. Students are required to supply their own hand tools.

A certificate is awarded upon successful completion of vocational courses.





**COURSE XXXIX****AGRICULTURAL MECHANICS****Page**

This program is designed to prepare students for farm machinery mechanic and service occupations. Topics included in the instructional program are: repair and overhaul of gas and LP engines; repair and overhaul of diesel engines; hydraulic systems; transmissions; differentials; cotton pickers; combines; welding; and other farm machinery. This course runs for 18 calendar months meeting six clock hours a day for five school days per week (30 hours per week). The class is limited to twenty students.

**COURSE XL****AUTOMOBILE MECHANICS****Brunt, Rigby**

The many problems and techniques related to the various types of automotive equipment and tools are stressed through lecture and recitation. Actual shop work is required. This work gives students much practical experience in overhauling engines, transmissions, clutches, rear ends; replacing and adjusting brakes; and other practices that are encountered in the repairing of various makes and models of automotive equipment. This course runs 18 calendar months, meeting six hours a day for five school days per week (30 hours per week). The two classes are limited to forty students.

**COURSE XLI****COSMETOLOGY****Hutchison**

This course is designed for students who desire to become Cosmetologists. It is approved by the State Board of Education and the Mississippi State Board of Cosmetology. A student who satisfactorily completes this course will be issued a certificate which entitles her to take the State Cosmetology Board examination for a license to become a hairdresser in the State of Mississippi.

This course runs ten calendar months and meets eight hours per day five days a week. The class is limited to twenty students.



**COURSE XLII****MACHINE SHOP****Mason**

The objective of this course is to train students in the fundamental operations of machine tools and to equip them to enter production as efficiently trained machinists. Classroom work includes mechanical drawing, mathematical problems, and studies related to the various phases of machine shop work, laboratory work, or actual shop practice. It also consists of training in bench work, lathe work, milling machine operations, drill presses, metal planers, dole saws, instrument reading, tool making, etc. This course runs for 18 calendar months meeting six clock hours a day for five school days per week (30 hours per week). The class is limited to twenty students.

**COURSE XLIII****ELECTRONIC SERVICING****Arnett**

This course is designed to give the student training in basic electronic theory, AM and FM receiver construction and maintenance, radio and television maintenance and repair. Two-way radio construction, service and alignment procedures, and the proper use of tools and test instruments.

Basic electronics circuit theory, servicing, operation, and alignment procedures will be taught on live equipment to familiarize the student with actual on-the-job troubles. Special emphasis will be placed on solid-state equipment and future technological developments. The student will also be subjected to selected information to prepare for the second-class FCC commercial license examination.

This course runs for 18 calendar months meeting six clock hours a day for five school days per week (30 hours per week). The class is limited to twenty students.



**COURSE XLIV****REFRIGERATION AND AIR CONDITIONING****McKibben**

The objective of this course is to train students in the principles of refrigeration and refrigerant chemicals; types of refrigeration units and systems, compressors, evaporators, and condensers; the overhaul and repair of compressors, controls, valves, motors, seals, thermostats; refrigerator troubles and symptoms; service tests and methods; installation methods, safety rules and equipment; principles, operation, and care of air-conditioning units and systems; ducts, air-flow, air filtering, washing, dehumidifying and cooling; heat loss and heat load calculations; duct design and air duct distribution systems. This course runs 18 calendar months, meeting six clock hours a day, five days a week (30 hours per week). The class is limited to twenty students.

**COURSE XLV****WELDING****Taylor, Burrell**

The objective of this course is to train students in the fundamental operations of welding equipment. This course gives the students much practical experience in electric arc welding, oxygen-acetylene welding, inert gas and semi-automatic welding. The student will also gain experience in types of machines, rods metallurgy, weldability, and settings. This course runs for 9 months, meeting six hours per day, five days per week (30 hours per week). The two classes are limited to forty students.



**COURSE XLVI****PRACTICAL NURSING**

**Note: This course is not taught on campus.**

This is a twelve-month course designed to prepare qualified men and women to become, upon completion of the prescribed course of study and satisfactory writing of the State Board Examination, Licensed Practical Nurses. The first four months foundation period offers instruction in orientation to practical nursing, health, normal nutrition, human development, introduction to nursing the patient, introduction to illness, and nursing care of selected patients.

The remaining eight months of training offer clinical experience and theory in medical-surgical nursing, pediatric nursing, and maternity nursing. A certificate is awarded upon completion of the course. The class is limited to fifteen students.

**COURSE XLVII****AUTO BODY AND FENDER REPAIR****Horne**

The training in Auto Body and Fender Repair includes the basic theory, assortment, and use of hand tools in the automotive trade; the principles of panel installation; aligning doors and panels and straightening frames; and the use of hydraulic jacks and practical related laboratory projects. A thorough knowledge of the construction, removal and replacement of body panels is also included in this area of training. The students learn the techniques of applying fender, floor, and truck patches with practical related laboratory projects in each area. The theory of estimating damage and the cost of repairing wrecks is also included.

Students study the theory and techniques of automobile painting, use of the acrylic paint, lacquer and enamel, construction and operation of the necessary equipment such as air requirements, types of spray patterns, spray gun care and operation, sanding, masking, removing paint, painting over bare metal, painting lacquer over lacquer, spot painting, off spot mixing colors, and the related laboratory projects. This area of training also includes the principles of arc and gas welding. This course runs for 18 calendar months, meeting six hours a day for five school days per week (30 hours per week). The two classes are limited to forty students.



**HOLMES JUNIOR COLLEGE**  
**KOSCIUSKO SKILL CENTER**

**Automotive Mechanics**

**Skelton**

This course is designed to provide the student with the necessary theory and manipulative training to enter the automotive field as a general automotive repair technician and to advance satisfactorily. The course includes all phases of automotive repair and use of testing equipment. Heavy emphasis is placed on engines, power train, brakes and suspension system and electric system. Related education and employability skills training is emphasized.

This course runs for 12 months open-entry-open exit, meeting 8 hours per day for 5 school days per week (40) hours per week. The class is limited to 20 students.

**Metal Fabrication Cluster**

**Rawson**

The objective of this course is to train students in the fundamental operation and set-ups of various metal production machines, such as squaring shears, punch presses, notching machines, brake presses and spot welding. The student will be given blueprint reading, related education and employability skills training.

The course runs for 6 months open-entry-open exit, meeting 8 hours per day, 5 days per week. The class is limited to 20 students.

**Combination Welding****Blackstock**

The combination welding course provides comprehensive vocational training in all facets of the welding field. Students learn to work with blueprints and to set up and operate hand and semi-automatics electric arc, oxygen acetylene, and inert gas (heliarc) welding equipment. Basic units of instruction include: all position welding (flat, vertical, horizontal, and overhead), brazing soldering, cutting, cast iron welding, pipe welding and stainless steel and aluminum welding.

The course runs for 6 months open-entry-open exit, meeting 8 hours per day 5 days per week. The course is limited to 20 students.

**Residential & Light Industrial Electricity****Kelly**

This course is designed to train the students to perform the following jobs at an occupational entry level. 1. Completely wire or rewire residence to code of specifications. 2. Install commercial conduit electrical systems. 3. Design residential wiring systems. The students are taught to use the necessary tools, equipment and testing devices.

The course runs for 6 months open-entry-open-exit, meeting 8 hours per day for 5 school days per week (40) hours per week. The class is limited to 20 students.



**ACADEMIC****DESCRIPTION OF COURSES**

The following course descriptions indicate the number of lectures and laboratory periods per week. Credit is awarded in terms of semester hours. The last digit in the course number always indicates the hours credit awarded for satisfactory completion.

**ACCOUNTING****Covington****ACC 1213—Principles of Accounting I.**

A study of the elementary accounting principles as applied to the various forms of business organizations, and an introduction to specialized fields of accounting. Three lectures. Three hours credit.

**ACC 1223—Principles of Accounting II.(Prerequisite: ACC 1213).**

A continuation of Accounting 1213. Three lectures. Three hours credit.

**ACC 1211—Accounting Practice Case I.**

Completion of two practice sets for single proprietorships. One business uses the sales, cash receipts, purchases, and cash payments journals and the other uses the voucher system. Two hours laboratory. One hour credit.

**ACC 1221—Accounting Practice Case II.**

Completion of two practice sets for corporations. One corporation purchases and sells merchandise employing the voucher system. The other manufactures and sells its products utilizing the job order cost system. Two hours laboratory. One hour credit.

**ACC 2313—Cost Accounting.**

The course includes the fundamental principles employed in accounting for the three elements of cost; materials, labor, and factory overhead expenses; the application of these principles in a job order system of cost accounting, a process system of cost accounting, and a standard cost system; and various miscellaneous techniques used in cost accounting. Three lectures. Three hours credit.



**AGRICULTURE****Cleveland****AGR 1214—Animal Science.**

Fundamental principles and practical application of livestock, dairy, and poultry science. Prerequisite to all animal husbandry, dairy science, and poultry courses. Three hours lecture and two hours laboratory. Four hours credit.

**AGR 1313—Plant Science.**

Scientific principles as the basis for practice in producing, handling, processing, marketing, and utilizing agronomic and horticultural crops. Two hours lecture and two hours laboratory. Three hours credit.

**AGR 2314—Basic Soils.**

A general course in soils designed to give the student a basic understanding of all important phases of the subject, including soil genesis, morphology, classification, and the physical, chemical and biological aspects of soils as applied to soil fertility. Soil management, including fertilization and liming of soils, is also included. Three hours lecture, two hours laboratory. Four hours credit.

**AGR 2713—Principles of Agricultural Economics.**

Economic principles applied to production, value, prices, credit, taxation, land tenure, marketing, international trade, and related problems affecting agriculture. Three lectures. Three hours credit.

**ART****Levanway****ART 1113—Art Appreciation.**

A simple approach to the understanding of the plastic arts (drawing, architecture, sculpture, painting, graphics minor art, and industrial arts) on a conceptual basis. Three lectures. Three hours credit.

**ART 1313—Drawing I.**

Study of basic principles of construction of visual forms. Emphasis on line, perspective, and shading. Use of black and white—



media: pencil and charcoal. Required of art majors. Six hours laboratory. Three hours credit.

**ART 1323—Drawing II (Prerequisite: ART 1313).**

Introduction to color dynamics and precision drawing as used in creative expression. Emphasis on composition. Required of art majors. Six hours laboratory. Three hours credit.

**ART 1413—Design I.**

Emphasis on principles and materials in visual design. Introduction to theory and terms. Use of color theory and elementary lettering. Six hours laboratory. Three hours credit.

**ART 1423—Design II (Prerequisite: ART 1413).**

Continuation of basic principles of design, color and texture. Creative approach to the three dimensional design. Study of methods of water color, tempera and fluid media. Required of art majors. Six hours laboratory. Three hours credit.

**ART 2313—Drawing III. (Prerequisite: ART 1323).**

Fluid media techniques; wash drawing. Interpretation and composition emphasized. Two lectures, four hours laboratory. Three hours credit.

**ART 2323—Drawing IV. (Prerequisite: ART 2313).**

Fluid media techniques; wash drawing, interpretation and composition emphasized. Two lectures and four hours laboratory. Three hours credit.

**ART 2513—Painting I.**

Techniques used in painting water colors, oils, pastel or other media in still life and landscape pictures. Three hours laboratory. Three semester hours institutional credit. (Not designed to transfer)

## **BUSINESS ADMINISTRATION**

### **Covington, Earle**

**BAD 2323—Business Statistics.**

Introduction to statistical methods of collecting, presenting, analyzing, and interpreting, quantitative data for business management and control. Three lectures. Three hours credit.



**BAD 2413—Business Law I.**

This course is designed to acquaint the students with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention will be given to an introduction to law; law of contracts; agencies and employment; negotiable instruments and commercial papers. Three lectures. Three hours credit.

**BAD 2513—Principles of Management.**

This course is a study of basic management principles as applied to the functions of planning, organizing, directing, controlling, and coordinating with effective communication in business enterprise. Three lectures. Three hours credit.

**BAD 2713—Principles of Real Estate.**

The course deals with the nature of the real estate market, types of ownership of property, contracts, methods of transferral of title, instruments used in transfer, title closing, financing, property management, insuring, and appraising. Three lectures. Three hours credit.

**BAD 2723—Real Estate Law.**

Designed to give the student a general background in the law of real property and the law of real estate brokerage. Three lectures. Three hours credit.

**BIOLOGY****Chambliss, Sims****BIO 1313—Botany I.**

A laboratory course dealing with the application of biological principles to the study of plants including a survey of the kinds, their structure and function. Two lectures and two hours laboratory. Three hours credit.

**BIO 1323—Botany II. (Prerequisite: BIO 1313).**

A continuation of BIO 1313. Two lectures and two hours laboratory. Three hours credit.

**BIO 2313—Dendrology. (Prerequisite: BIO 1313).**

Identification, recognition, and morphological characteristics of woody plants. Two lectures, four hours laboratory and field work. Three hours credit.



**BIO 2414—Zoology I.**

A laboratory course dealing with the application of biological principles to the study of animals including a survey of the kinds, their structure, and function. Emphasis is on the invertebrates. Three lectures and two hours laboratory. Four hours credit.

**BIO 2424—Zoology II.**

A continuation of BIO 2414 with emphasis on the vertebrates. Two lectures and four hours laboratory. Four hours credit.

**BIO 2513—Human Anatomy and Physiology I. (Prerequisite: BIO 2414)**

A study is made of the anatomy and physiology of the human body as an integrated whole with more detailed studies of the skeletal, muscular, and nervous systems. Two lectures and two hours laboratory. Three hours credit.

**BIO 2523—Human Anatomy and Physiology II. (Prerequisite: BIO 2513)**

This is a continuation of Anatomy and Physiology 2513 in which the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems are studied. Two lectures and two hours laboratory. Three hours credit.

**BIO 2924—Microbiology.**

A survey of the microbes (microscopic organisms) of the plant and animal kingdoms, with emphasis and detailed study being placed on those affecting other forms of life, especially man. Laboratory is devoted to basic techniques of microbial study, such as culturing, identifying, control, anatomy and life cycles. Two lectures and four hours laboratory. Four hours credit.

**CHEMISTRY****Sanders****CHE 1214—General Chemistry I.**

This course covers the fundamental law and theories of chemistry, together with a study of the descriptive chemistry of the non-metallic elements. Three lectures and three hours laboratory. Four hours credit.



**CHE 1224—General Chemistry II. (Prerequisite: CHE 1214)**

A study of the metals, their properties, uses, and identification. The topics of ionization, chemical equilibrium and the collodal state are taken up. Three lectures and three hours laboratory. Four hours credit.

**CHE 2425—Organic Chemistry I. (Prerequisite: CHE 1224)**

Basic principles of carbon chemistry bonding, structure, and behavior; aliphatic compounds; identification and preparation of compounds. Three lectures and six hours laboratory. Five hours credit.

**CHE 2435—Organic Chemistry II. (Prerequisite: CHE 2425)**

Continuation of Chemistry 2425. Aromatic and complex compounds. Three lectures and six hours laboratory. Five hours credit.

**ECONOMICS****Sumrall****ECO 2113—Principles of Economics I (Macroeconomics).**

An introduction to economic principles, problems, and policies with emphasis on the monetary system and national income theory and measurement. Three lectures. Three hours credit.

**ECO 2123—Principles of Economics II (Microeconomics).**

A continuation of ECO 2113 with emphasis on price and production theory and international trade. Three lectures. Three hours credit.

**EDUCATION****Blackmon****EDU 1311—Orientation.**

This course is designed to help the freshman adjust himself to college life. It includes a study of personal and social adjustments. It teaches effective study habits, reading methods, use of the library, note taking, report writing, and gives the student guidance in collegiate life. One lecture. One hour credit.



**ENGINEERING****Kitchin****EGR 2413—Engineering Mechanics (Statics, Strength & Dynamics).**

Engineering mechanics, vector algebra, vector calculus, force systems, equilibrium, friction, kinematics, kinetics of particles and rigid bodies, and vibrations. Three lectures. Three hours credit.

**ENGLISH****Bunch, Gill, Haley, Maxwell, Power****ENG 1103—Developmental English I.**

This course in writing stresses basic communication skills—writing of paragraphs, outlines, summaries and essays, general review of mechanics, and reading for ideas included. Three lectures. Three hours institutional credit. (Not designed to transfer)

**ENG 1113—English Composition I.**

A study of grammar and composition, with emphasis on the sentence and the paragraph. Readings, frequent themes. Three lectures. Three hours credit.

**ENG 1123—English Composition II. (Prerequisite: ENG 1113)**

A continuation of ENG 1113 with emphasis on the whole composition. Readings, themes, and research paper required. Three lectures. Three hours credit.

**ENG 1203—Developmental English II.**

A continuation of ENG 1103. Three lectures. Three hours credit. (Not designed to transfer)

**ENG 2223—American Literature I.**

Representative prose and poetry of the United States from Colonial beginnings through Walt Whitman. Three lectures. Three hours credit.

**ENG 2233—American Literature II.**

Representative prose and poetry of the United States from Walt Whitman to the present. Three lectures. Three hours credit.

**ENG 2323—English Literature I.**

A survey of English literature from Beowulf through the Age of Neo-Classicism. Three lectures. Three hours credit.

**ENG 2333—English Literature II.**

A survey of English literature from the Age of Revolution and Romance to the present time. Three lectures. Three hours credit.

**EDUCATIONAL PSYCHOLOGY**

**Henson**

**EPY 2513—Child Psychology (Human Growth & Development I).**

A course which deals with the various aspects of human growth and development. Problems studied include physical, mental, social, and emotional development from infancy through preadolescence. Special attention is given to the implications for education. Three lectures. Three hours credit.

**EPY 2523—Adolescent Psychology (Human Growth and Development II).**

A study of the individual during the adolescent years. Three lectures. Three hours credit.

**GEOGRAPHY**

**Bunch**

**GEO 1113—World Geography.**

A regional survey of the basic geographic features and major new developments of the nations of the world. Three lectures. Three hours credit.

**GRAPHICS AND DRAWING**

**Adams, Miles**

**GRA 1112—Engineering Drawing I.**

The use of instruments, geometric construction, orthographic projections, sectional views, and lettering. Four hours laboratory. Two hours credit.



**GRA 1122—Engineering Drawing II. (Prerequisite: GRA 1112)**

Auxiliary views, dimensioning, isometric projections, oblique drawing, and fasteners. Four hours laboratory. Two hours credit.

**GRA 1142—Graphic Communications.**

Blueprint reading, general use of instruments, understanding basic lines and planes. Lettering theory of projection drawing; technical communication through orthographic, auxiliary, and oblique vision. Four hours laboratory. Two hours credit.

**GRA 1152—Visualization and Graphic Design. (Prerequisite: GRA 1142)**

Freehand methods and practice in pictorial and orthographic projections. Detail and sectional graphic design problems involving the geometry of points, lines, and planes in space relationships. Four hours laboratory. Two hours credit.

**HOME ECONOMICS**

**Jones**

**HEC 1111—Social Usage.**

The essentials of good manners and accepted standards of social usage. One lecture. One two-hour laboratory during the semester. One hour credit.

**HEC 1213—Food Selection and Preparation.**

Principles of food selection, preparation, and service. One lecture. Four hours laboratory. Three hours credit.

**HEC 1313—Elementary Clothing.**

Study of fabrics most commonly used; selection of materials and ready-made clothing. Selection and use of commercial patterns. Planning and construction of garments of cotton, wool, and synthetics. Use and accessorizing of costumes. Care of garments. One lecture. Four hours laboratory. Three hours credit.

**HISTORY**

**Brown, Butler, Williams**

**HIS 1113—Western Civilization I.**

A general survey of European history from ancient times to 1660 A.D. Three lectures. Three hours credit.



**HIS 1123—Western Civilization II.**

A general survey of Western civilization since 1660 A.D. Three lectures. Three hours credit.

**HIS 2213—American (U.S.) History I.**

This course is a survey of U.S. History from the period of discovery and exploration through the Reconstruction. Three lectures. Three hours credit.

**HIS 2223—American (U.S.) History II.**

This course is a survey of U.S. History from Reconstruction to the present. Three lectures. Three hours credit.

**HEALTH, PHYSICAL EDUCATION AND RECREATION**

Burrell, Kimble, Morgan, Reese, Thomas

**HPR 1111—General Activities (First Course).**

These courses include varied exercises and activities such as volleyball, etc. No lecture is involved. Not designed for physical education majors. Two classes. One hours credit.

**HPR 1121—General Activities (Second Course).**

Same description as HPR 1111. Two classes. One hour credit.

**HPR 1131—Varsity Sports.**

Participation in \_\_\_\_\_ varsity sport. One hour credit.  
(name sports)

**HPR 1141—Varsity Sports.**

Participation in \_\_\_\_\_ varsity sport. One hour credit.  
(name sports)

**HPR 1213—Personal and Community Health I.**

Application of principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school, and health agencies. Three lectures. Three hours credit.

**HPR 1313—Introduction to Health, Physical Education and Recreation.**

Introduction to the objectives, literature, and organizations of the profession. Analysis of successful teaching with discussion of the responsibilities and opportunity of professional personnel. Orienta-



tion of student to opportunities in the field. Three lectures. Three hours credit.

**HPR 1511—Team Sports (First Course).**

Lecture on rules and techniques in softball, stunts and tumbling. Two classes. One hour credit.

**HPR 1521—Team Sports (Second Course).**

Lecture on rules and techniques in volleyball and basketball. Two classes. One hour credit.

**HPR 1531—Individual and Dual Sports (First Course).**

Lecture and practice in tennis and square dancing. Two classes. One hour credit.

**HPR 1541—Individual and Dual Sports (Second Course).**

Lecture and practice in badminton and paddle tennis. Two classes. One hour credit.

**HPR 2111—General Activities (Third Course).**

Same description as HPR 1111. Two classes. One hour credit.

**HPR 2121—General Activities (Fourth Course).**

Same description as HPR 1111. Two classes. One hour credit.

**HPR 2131—Varsity Sports.**

Participation in \_\_\_\_\_ varsity sport. One hour credit.  
(name sports)

**HPR 2141—Varsity Sports.**

Participation in \_\_\_\_\_ varsity sport. One hour credit.  
(name sports)

**HPR 2213—First Aid and Civil Defense.**

First aid treatment as practiced by the American Red Cross; Standard, Advanced, and Instructor's Courses. Civil Defense adult education course teaching personal and family survival under nuclear attack and natural disaster. Three lectures. Three hours credit.

**HPR 2323—Recreational Leadership.**

Planning and leadership techniques for conducting community recreation centers, playgrounds, parks, and school recreation programs. Three lectures. Three hours credit.

**INDUSTRIAL EDUCATION****Adams****IED 1213—Woodwork I.**

Knowledge, appreciation, and skill in use of hand tools; woods, joints, finishes, fasteners, and job planning. Six hours laboratory. Three hours credit.

**IED 1223—Woodwork II.**

Mill practices and techniques. Machine tool operation; job planning and design. Six hours laboratory. Three hours credit.

**IED 2313—General Metal Work.**

Design in metal, new materials, jigs, machine processes, and metal finishes; construction of metal projects. Six hours laboratory. Three hours credit.

**IED 2323—Forging and Welding.**

Practice in handforging; annealing, hardening, and tempering of tool steel; gas and electric welding. Six hours laboratory. Three hours credit.

**IED 2413—History and Appreciation of the Artcrafts.**

Growth and development of the artcrafts through the ages; instructional materials; practical designs; construction of projects in art metal, leather, plastics, ceramics, and other handicrafts. One lecture. Four hours laboratory. Three hours credit.

**JOURNALISM****McMullen****JOU 1111—College Publications.**

A laboratory course designed to give practical experience in working with college yearbook production. Yearbook planning, lay-outs, typewriting, proofreading, and photography will be emphasized according to student interest. Two hours laboratory. One hour credit.

**JOU 1313—Principles of Journalism I.**

Introductory journalism, news reporting, construction of the news story, sources, and the types and methods of handling



elementary study of typography and headline writing. Two lectures. One hour laboratory. Three hours credit.

**JOU 1323—Principles of Journalism II.**

The preparation of advertising copy and layouts for newspapers, agencies, and retail advertising. Types of layouts; copy writing and proofreading, with emphasis on proof marks. Two lectures. One hour laboratory. Three hours credit.

**JOU 2213—Editing I.**

Problems and policies in processing news. Special areas of reporting. Selection, editing, and display of news. New channels, modern trends. One lecture. Two hours laboratory. Three hours credit.

**JOU 2223—Editing II.**

Headline writing. Processing of copy. Newspaper typography and design. Types of newspapers. Layout of special sections and pages. Picture editing. One lecture. Two hours laboratory. Three hours credit.

## MATHEMATICS

**Boggan, Earle, Kimble**

**MAT 1121—The Metric System.**

This course consists of the metric prefixes, metric lengths, metric volumes, metric weights, metric temperatures, metric heat units, the conversion of metric units of measure to English units of measure, and the conversion of English units of measure to metric units of measure. One lecture. One hour credit.

**MAT 1213—College Mathematics I (Arithmetic & Algebra).**

This course is designed to develop for the student the mathematical concepts and techniques for a program in general education. The basic concepts of arithmetic and an introduction to the fundamentals of elementary algebra are presented. Three lectures. Three hours credit.

**MAT 1233—Intermediate Algebra. (Prerequisite: One year high school algebra or MAT 1213)**

This course is designed for students whose qualifications are deficient for College Algebra and for students whose curriculum



requires three hours of mathematics for graduation. Materials covered include algebraic factoring, fractions, problem solving, roots and radicals, quadratics, graphs, and simultaneous equations and basic geometric concepts. Three lectures. Three hours credit.

**MAT 1313—College Algebra. (Prerequisite: Two years high school algebra or MAT 1233)**

This comprises a review of algebraic operations, systems of linear equations, and quadratic equations; and a study of logarithms, determinants, progressions, binomial theorem, partial fractions, and theory of equations. Three lectures. Three hours credit.

**MAT 1323—Trigonometry. (Prerequisite: MAT 1313 or permission of Academic Dean)**

This course is a study of solutions of right and oblique triangles, identities, trigonometric equations, and polar and parametric equations. Three lectures. Three hours credit.

**MAT 1613—Calculus IA.**

Coordinate systems; basic theorems of analytics; functions; limits; the derivative; the integral; differentiation and integration of algebraic functions; applications. Three lectures. Three hours credit.

**MAT 1623—Calculus IIA. (Prerequisite: MAT 1613)**

Differentiation and integration of transcendental functions; the definite integral; methods of integration; applications. Three lectures. Three hours credit.

**MAT 1723—The Real Number System.**

Structure and properties of the number systems of arithmetic. Limited to students preparing to teach. Three lectures. Three hours credit.

**MAT 1733—Informal Geometry and Algebra.**

Basic ideas and structure of algebra; intuitive foundations of geometry. Limited to students preparing to teach. Three lectures. Three hours credit.

**MAT 2613—Calculus III A. (Prerequisite: MAT 1623)**

Solid analytics; vectors; improper integrals; line integration. Three lectures. Three hours credit.

**MAT 2623—Calculus IV A. (Prerequisite: MAT 2613)**

Infinite series; partial differentiation; multiple integrals. Three lectures. Three hours credit.



**MAT 2913—Differential Equations.**

Solution of first and higher order differential equations; existence theorems; solution by series; and application to problems in geometry, physics, and chemistry. Three lectures. Three hours credit.

**MODERN FOREIGN LANGUAGE****Chisholm****MFL 1113—Elementary French I.**

This course is designed to develop basic language skills; speaking, reading, writing. Phonetic symbols are used to aid correct pronunciation, but the principle aid is to be found in the language laboratory. Three lectures. One hour laboratory. Three hours credit.

**MFL 1123—Elementary French II.**

A continuation of MFL 1113. Special drill on verb forms and uses, as well as idiomatic vocabulary, by means of oral and written exercises. Three lectures. One hour laboratory. Three hours credit.

**MFL 1313—Elementary German I.**

This course covers the fundamentals of grammar, conversation, and reading. Emphasis is not only on syntax but also on vocabulary and pronunciation with practice in listening and speaking. Three lectures. One hour laboratory. Three hours credit.

**MFL 1323—Elementary German II.**

A continuation of German 1313. Three lectures. One hour laboratory. Three hours credit.

**MFL 2113—Intermediate French I.**

A review of French grammar, and continued development of basic language skills. Reading materials are used which have literary and cultural value. Three lectures. One hour laboratory. Three hours credit.

**MFL 2123—Intermediate French II.**

Literary and cultural appreciation of the language and the country is enhanced by the reading of a book which pictures life in a typical French village, with class conversation concerning the contents of this book. Three lectures. One hour laboratory. Three hours credit.



**MFL 2313—Intermediate German I.**

This course is primarily a reading course. A review of grammar is provided as well as practice in comprehension and speaking. Three lectures. One hour laboratory. Three hours credit.

**MFL 2323—Intermediate German II.**

A continuation of German 2313. Three lectures. One hour laboratory. Three hours credit.

**MILITARY SCIENCE**

**Behrens, Royals**

**MSC 1111—Military Science (1st year, 1st Semester).**

Organization of the Army and ROTC; the military as a profession; historical growth and development of the Army with emphasis on management techniques. One lecture and one hour of leadership laboratory. One hour credit.

**MSC 1121—Military Science (1st Year, 2nd Semester).**

A continued emphasis on the historical growth and development of the Army and management techniques; the significance of military courtesy and discipline, customs and traditions of the military service. One lecture and one hour of leadership laboratory. One hour credit.

**MSC 2112—Military Science (2nd Year, 1st Semester).**

Military geography; the use of maps and aerial photography. One hour lecture and one hour supervising freshman leadership laboratory. Two hours credit.

**MSC 2122—Military Science (2nd Year, 2nd Semester).**

The functions, duties, and responsibilities of junior leaders; operations of the basic military team. Qualifying test for advanced ROTC. One hour lecture and one hour supervising freshman leadership laboratory. Two hours credit.



**MUSIC****Carter, Chisholm, Irby, Young****MUSIC FOUNDATIONS****(Education, Literature, and Theory)****MUS 1113—Music Appreciation.**

Listening course designed to give the student through aural perception, understanding and appreciation of music as a moving force in Western Culture. Three lectures. Three hours credit.

**MUS 1214, 1224, 2214, 2224—Music Theory I, II, III, IV.**

Recognition and part writing. Diatonic intervals, major and minor triads, rhythmic and melodic patterns. Correlated keyboard harmony and dictation. Sight singing in bass and treble clefs. Three lectures and two hours laboratory. Four hours credit.

**MUS 2412, 2422—Music Literature I, II.**

A listening course to give the student a better understanding of music through the ages. It offers the non-music major as well as the music major an opportunity to explore music as an art. Two lectures and one hour laboratory. Two hours credit.

**MUSIC APPLIED****(Brass, Organ, Percussion, Piano, Voice, and Woodwinds)****MUA 1141, 1151, 2141, 2151—Brass for Non-Majors I, II, III, IV.**

One hour private instruction and three hours practice. One hour credit.

**MUA 1172, 1182, 2172, 2182—Brass for Music Education Majors I, II, III, IV.**

One hour private instruction and six hours practice. Two hours credit.

**MUA 1331, 1341, 2331, 2341—Organ for Non-Majors I, II, III, IV.**

One hour private instruction and three hours practice. One hour credit.

**MUA 1363, 1373, 2363, 2373—Organ for Music Majors I, II, III, IV.**

One hour private instruction and nine hours practice. Three hours credit.

**MUA 1441, 1451, 2441, 2451—Percussion for Non-Majors I, II, III, IV.**

One hour private instruction and three hours practice. One hour credit.

**MUA 1472, 1482, 2472, 2482—Percussion for Music Education Majors I, II, III, IV.**

One hour private instruction and six hours practice. Two hours credit.

**MUA 1511, 1521, 2511, 2521—Class Piano I, II, III, IV.**

For instrumental and voice majors only. One lesson and three hours practice. One hour credit.

**MUA 1541, 1551, 2541, 2551—Piano for Non-Majors I, II, III, IV.**

One lesson and three hours practice. One hour credit.

**MUA 1573, 1583, 2573, 2583—Piano for Music Majors I, II, III, IV.**

One hour private instruction and nine hours practice. Three hours credit.

**MUA 1711, 1721—Class Voice I, II.**

For Piano, Organ, and Instrumental majors only. One lesson and three hours practice. One hour credit.

**MUA 1741, 1751, 2741, 2751—Voice for Non-Majors I, II, III, IV.**

One lesson and three hours practice. One hour credit.

**MUA 1772, 1782, 2772, 2782—Voice for Music Education Majors I, II, III, IV.**

One hour private instruction and six hours practice. Two hours credit.

**MUA 1841, 1851, 2841, 2851—Woodwinds for Non-Majors I, II, III, IV.**

One hour private instruction and three hours practice. One hour credit.

**MUA 1872, 1882, 2872, 2882—Woodwinds for Music Education Majors I, II, III, IV.**

One hour private instruction and six hours practice. Two hours credit.



**MUSIC ORGANIZATIONS**

(Band, Small Band Groups, Stage Band, Choir, Small Singing Groups)

**MUO 1111, 1121, 2111, 2121—Band I, II, III, IV.**

Four practice sessions. One hour credit.

**MUO 1141, 1151, 2141, 2151—Small Band Groups I, II, III, IV.**

One practice session. One hour credit.

**MUO 1171, 1181, 2171, 2181—Stage Band I, II, III, IV.**

One practice session. One hour credit.

**MUO 1211, 1221, 2211, 2221—Choir I, II, III IV.**

Three hours practice. One hour credit.

**MUO 1241, 1251, 2241, 2251—Small Singing Groups I, II, III IV.**

One practice session. One hour credit.

**PHILOSOPHY AND BIBLE****Bridges**

**PHI 1133—New Testament Survey.**

This is a study of the New Testament covering the life of Christ and the establishment of the early church as presented in the Gospels, Acts, and the other New Testament books. Three lectures. Three hours credit.

**PHYSICS****Kitchin**

**PHY 2213—Physical Science Survey I.**

Designed for the non-technical student. A survey of laws of physics and astronomy. Three lectures. Three hours credit.

**PHY 2223—Physical Science Survey II.**

Designed for the non-technical student. A survey of chemistry, meteorology, and geology. Three lectures. Three hours credit.

**PHY 2414—General Physics I. (Prerequisite: MAT 1323)**

A study of mechanics, heat, and sound. Three lectures. Three hours laboratory. Four hours credit.

**PHY 2424—General Physics II. (Prerequisite: PHY 2414)**

A study of electricity, magnetism, light, and modern physics. Three lectures. Three hours laboratory. Four hours credit.

**PHY 2514—General Physics IA. (Prerequisite: MAT 1623)**

For engineering and science students. A study of mechanics, heat, and sound. Three lectures. Three hours laboratory. Four hours credit.

**PHY 2524—General Physics IIA. (Prerequisite: PHY 2514)**

For engineering and science students. A study of magnetism, electricity, and light. Three lectures. Three hours laboratory. Four hours credit.

**POLITICAL SCIENCE**

**Brown, Butler**

**PSC 1113—American National Government.**

Survey of the organizations, political aspects of and basis for American government. Three lectures. Three hours credit.

**PSC 1123—American State and Local Government.**

Relationship between states and federal governments, and between states and their subdivisions; organizations, function, and operation of executive, legislative, and judiciary; elections and suffrage generally, Mississippi particularly. Three lectures. Three hours credit.

**PSYCHOLOGY**

**Henson**

**PSY 1513—General Psychology I.**

An introduction to the scientific study of human behavior. Includes history and methods of psychology; growth and development; principles of learning; sensation and perception; thinking, statistics; personality; and intelligence. Three lectures. Three hours credit.



**READING****Williams****REA 1212—Reading Improvement I.**

A course provided to help students develop reading skills necessary for success in college. Diagnostic testing followed by practice in skills according to the needs of the student. Emphasis on spelling, pronunciation, vocabulary and study skills. Guidance in developing wide reading interests. Three lectures. Two hours credit.

**REA 1222—Reading Improvement II.**

A continuation of REA 1212. Three lectures. Two hours credit.

**REA 1232—Speed Reading I.**

Diagnostic testing followed by practice in skills according to the needs of the students. Emphasis on comprehension skills such as getting main ideas, summarizing, organizing, and drawing conclusion. Guidance in developing wide reading interests that will provide background for college courses. Three lectures. Two hours credit.

**SECRETARIAL****Branch, Richardson, Wilson****SEC 1113—Elementary Typewriting (I).**

Mechanism, care, and operation of the typewriter; keyboard-drills to gain speed and accuracy; introduction to letter forms. Students with a year of high school typewriting normally do not take this course. Three lectures. Three hours credit.

**SEC 1123—Intermediate Typewriting (II). (Prerequisite: High school typewriting or SEC 1113).**

Advanced drills for speed and accuracy; letter forms; telegrams and other business forms; manuscript typewriting. Three lectures. Three hours credit.

**SEC 1213—Elementary Shorthand (I).**

The theory and practice of Gregg and Simplified shorthand. The principles are applied by reading and writing shorthand with a limited amount of dictation and transcription from shorthand notes. Students with a year of high school shorthand normally do not take this course. Three lectures. Three hours credit.



**SEC 1223—Intermediate Shorthand (II).** (Prerequisite: High school shorthand or SEC 1213).

A continuation of SEC 1213. Three lectures. Three hours credit.

**SEC 1313—Filing-Records Management.**

The various systems of filing with sufficient practice in the laboratory to develop skill in the operation of the systems. Coding, indexing, equipment, and materials are emphasized. Three lectures. Three hours credit.

**SEC 2113—Advanced Typewriting (III).** (Prerequisite: SEC 1123).

A continuation of SEC 1123. Three lectures. Three hours credit.

**SEC 2123—Production Typewriting (IV).** (Prerequisite: SEC 2113).

Skill development and vocational competency are the objectives of this course. Production of varied typewritten communications with emphasis on quality and quantity. Three lectures. Three hours credit.

**SEC 2213—Advanced Shorthand (III).** (Prerequisite: SEC 1223).

The aim of this course is to increase accuracy and speed of transcription with emphasis on mailability of letters. Three lectures. Three hours credit.

**SEC 2223—Dictation and Transcription (IV).** (Prerequisite: SEC 2213).

A course to develop transcription skills. Accuracy and speed of transcription correlated with English, punctuation, spelling, division of words, and vocabulary building. Three lectures. Three hours credit.

**SEC 2413—Secretarial Practice.**

Course designed to present essential duties and special techniques for a secretarial career at the highest professional level; to acquaint the student with the modern office systems and practices. Three lectures. Three hours credit.

**SEC 2513—Office Appliances.**

Instruction and practice in the operation of office appliances, including stencil and spirit duplicators, addressograph machine, composer, transcribing machines, electric typewriters, mimeoscopes, and copying machines. Three lectures. Three hours credit.



**SEC 2523—Office Machines.**

Instruction and practice in the operation of the major types of adding and calculating machines; development of a working knowledge of the ten-key and full keyboard adding machines, keydriven and rotary calculators and other mechanical office devices. Three lectures. Three hours credit.

**SEC 2613—Business Communications.**

Study and practice in writing different types of business letters and reports, with emphasis on correct spelling, grammar, punctuation, and clarity of communication. Three lectures. Three hours credit.

**SEC 2713—Secretarial Practicum.**

Supervised practical applications of theory and skills in various job situations within an office. This course is designed for advanced secretarial science majors. One hour lecture and four hours laboratory. Three hours credit.

**SOCIOLOGY**

Williams

**SOC 2113—Introduction to Sociology.**

A study of human relationships. Students will receive a synopsis of the whole field of sociology: the social world, the social and cultural process within this world, and the integration of these processes in relation to the individual, the group, and the institution. Three lectures. Three hours credit.

**SOC 2143—Marriage and Family.**

A study of the family as a cultural unit, the institution of marriage, the problems of parenthood and of Socio-economic adjustments to society. Three lectures. Three hours credit.

**SPEECH AND THEATRE**

Clark

**SPT 1113—Oral Communication (Principles of Speech).**

Correct and effective English; correct pronunciation and enunciation; breath control; study and practice in making speeches for all



occasions, major emphasis on organization of material; and practice in speaking before the group. Three lectures. Three hours credit.

**SPT 2222—Introduction to Dramatic Arts (Stagecraft).**

Stagecraft, lighting, make-up, acting, and production techniques. Students are required to participate in assigned plays. One lecture. Two hours laboratory. Two hours credit.

## DESCRIPTION OF COURSES

### TECHNICAL

**Alford, Carr, Gray, Haley, Jones, Miles**

**BCN 113T—Fundamentals of Carpentry.**

Offered first semester. A course designed to familiarize the student with the fundamentals of carpentry, principles involved in a typical structure, and their applications and solutions. One lecture. Four hours laboratory. Three hours credit.

**BCN 123T—Blue Print Reading—Building Trades.**

Offered first semester. A course designed to teach the student how to read and interpret plans and specifications for residential and light commercial construction. Three lectures. Three hours credit.

**BCN 233T—Building Materials.**

A course designed to familiarize the student with the physical properties of the materials generally used in the erection of structures, with brief description of their manufacture. Three lectures. Three hours credit.

**BCN 253T—Contracts and Specifications.**

Offered second semester. The general laws of contracts, agencies, sales agreements, and engineering specifications as incorporated into contracts; the business and legal phases of engineering. Three lectures. Three hours credit.

**BCN 263T—Construction Methods and Equipment.**

Offered second semester. The selection of materials, equipment, problems of electrical and water supply. A consideration of prob-



lems in construction that will familiarize the student with requirements pertaining to specific solutions in these areas. One lecture. Four hours laboratory. Three hours credit.

**BCN 343T—Cost and Estimating I.**

Offered first semester. Preparation of material and labor quantity surveys from actual working drawings and specifications. Three lectures. Three hours credit.

**BCN 424T—Building Design.**

Offered second semester. This subject includes working drawings and details of the actual construction of a model of a small house. It also includes architectural design, working and structural drawings of more complex structures. Structural computations are required. Eight hours laboratory. Four hours credit.

**BCN 443T—Cost and Estimating II.**

A continuation of BCN 343T. Three lectures. Three hours credit.

**BFT 113T—Principles of Banking Operations.**

Fundamentals of bank functions in a descriptive fashion so that the beginning banker may view the profession in a broad and operational perspective. Three lectures. Three hours credit.

**BFT 123T—Money and Banking.**

Practical aspects of money and banking and the basic monetary theory. Historical treatment minimum. Emphasis on such problems as economic stabilization, types of spending, theory of gold, limitations of central bank control, government fiscal policy, balance of payments, and foreign exchange, showing their repercussion on the banking industry in affecting yield curves and the structuring of portfolios. Three lectures. Three hours credit.

**BFT 263T—Installment Credit.**

Techniques of installment lending, presented concisely. Emphasis on establishing the credit, obtaining and checking information, servicing the loan, and collecting the amounts due; each phase of a bank's installment credit operation carefully scrutinized to the most efficient methods. Inventory financing, special loan programs, business development and advertising, and the public relations aspect of installment lending. Three lectures. Three hours credit.

**CCR 111T—Curriculum Ideas For Young Children.**

Exploring curriculum ideas for young children through the child care curriculum lab, Holmes Junior College library and other field experiences. Two hours laboratory. One hour credit.



**CCR 113T—Child and Family Relations.**

This course focuses upon family interactions and their effects on the child in each stage of family development. Three lectures. Three hours credit.

**CCR 123T—Literature for Young Children.**

Various forms of children's literature are introduced. The availability of children's literature and the selection of quality literature for different age groups are emphasized. Illustrators and the effectiveness of their illustrations as well as authors of children's books are discussed. Two lectures. Two hours laboratory. Three hours credit.

**CCR 133T—Introduction to Early Childhood Education.**

This course provides the beginning student with a better background and understanding of the importance and opportunities of the preschool program. A survey of principles and programs in early childhood education, history, philosophy and theory of educating young children. Two lectures. Two hours laboratory. Three hours credit.

**CCR 211T—First Aid.**

This course in the underlying principles and applied techniques of first aid meets requirements for the standard and advanced First Aid Certificates of the American Red Cross. One lecture. One hour credit.

**CCR 213T—Creative Arts.**

Introduction of a variety of creative art and music activities for pre-school children. Emphasis placed on encouraging art and musical expression by children, not perfecting art and musical skills. Two lectures. Two hours laboratory. Three hours credit.

**CCR 233T—Child Nutrition and Health Care.**

Basic information regarding nutrition, the nutritional value of food, and the relationship of food and food habits to the nutrition of the young child. Two lectures. Two hours laboratory. Three hours credit.

**CCR 243T—Physical/Motor Development for Young Children.**

An analysis of the fundamental motor patterns developed during early childhood with emphasis on fine and gross motor skills. Two lectures. Two hours laboratory. Three hours credit.



**CCR 313T—Language Arts for Preschool Children.**

Provides the basis for an understanding of the methods and techniques of teaching the language arts. These include oral language, manuscript writing, and reading. Two lectures. Two hours laboratory. Three hours credit.

**CCR 323T—Science and Number Concepts for Preschool Children.**

A study of a variety of science and math experiences for use with preschool children. Emphasis placed on tools, equipment and objectives for preschool children. Two lectures. Two hours laboratory. Three hours credit.

**CCR 324T—Day Care/Kindergarten Practicum I.**

This course is designed for the student to participate actively in the training and supervision of children in approved centers, nurseries or children's institutions. The student is closely supervised by a qualified instructor. Eight hours laboratory. Four hours credit.

**CCR 413T—Administration of Preschool Programs.**

A course in the organizational structure and management of various pre-school programs. Three lectures. Three hours credit.

**CCR 414T—Day Care/Kindergarten Practicum II.**

A continuation of CCR 324T. Eight hours laboratory. Four hours credit.

**CCR 423T—Teaching the Special Child.**

This course is designed to meet the need for teachers with more meaningful individual education for children with learning disabilities and other areas of exceptionality in children. Two lectures. Two hours laboratory. Three hours credit.

**CCR 433T—Methods and Material for Teaching Preschool Children.**

Approaches to teaching and guiding learning of young children analyzed and practiced along with materials effective in supporting each strategy. Two lectures. Two hours laboratory. Three hours credit.

**DPR 112T—Key Punch, Sorter and Verifier.**

This course is arranged so that students will master the IBM key punch. By a combination of lecture and key punch drill, the student will become a proficient key punch operator. In addition, the entire



array of unit record equipment will be surveyed with emphasis upon proficient operation of the IBM sorter, verifier, and collator machine. Four hours laboratory. Two hours credit.

**DPR 115T—Data Processing I (BASIC).**

A unit record oriented course designed to acquaint the student with operating the keypunch, sorter, verifier, accounting machine, collator, reproducer, and interpreter, and to introduce the boardwiring principles required by each machine. Three lectures. Four hours laboratory. Five hours credit.

**DPR 125T—Data Processing II (Systems Fundamentals).**

Offered second semester. A basic course that advances concepts, terminology, and theory of modern computers and provides a firm background in use of IBM 360-20 punched card utility programs and FORTRAN Programming language. Problems are related to basic application areas. Three lectures. Four hours laboratory. Five hours credit.

**DPR 215T—Computer Business Applications.**

Applying computer logic and concepts to solving business problems in accounts receivable, accounts payable, payroll, and inventory control. Students increase proficiency using FORTRAN programming language. Three lectures. Four hours laboratory. Five hours credit.

**DPR 224T—Systems Analysis and Design.**

Use of data processing equipment in designing a complete management information system. Shows how all business function interrelate by requiring student to analyze manual procedures, design a sound systems approach, make proper selections, and implement a feasible conversion schedule. Two lectures. Four hours laboratory. Four hours credit.

**DPR 234T—Other Programming Language.**

This course is designed to expand the student's knowledge of various programming languages and techniques. A greater insight into the interaction of computer hardware and software is provided by programming exercises in machine-oriented, symbolic languages, COBOL and BAL. In contrast, sophisticated algorithmic and problem-oriented languages are studied to introduce the student to the concept of machine-independent software. Two lectures. Four hours laboratory. Four hours credit.



**EGR 113T—Computational Methods.**

Instruction in basic principles and procedures in mathematical and technical computations with the aid of various mathematical tables and formulas, printing and electronic calculators. Two lectures. Two hours laboratory. Three hours credit.

**EGR 213T—Statics and Strength of Materials.**

Offered first semester. An introductory course into the field of structural design, consisting of a study of statics and strength of materials. Emphasis is given to elementary analysis of forces in simple structures, and a study of the properties of such materials as steel, wood, and concrete, and the design of beams, columns, and shafts with these materials. Three lectures. Three hours credit.

**EGR 343T—Surveying.**

Offered second semester. A familiarization laboratory designed to develop in the drafting student the ability to take surveyor's notes and convert them into finished drawings. It includes basic principles of geometry, theory, and use of instruments, mathematical calculators, and the control and reduction of errors. One lecture. Four hours laboratory. Three hours credit.

**GRA 113T—Fundamentals of Drafting.**

Offered first semester. A basic course covering areas common to all drafting, with special emphasis on proper technique and early habit formation. One lecture. Four hours laboratory. Three hours credit.

**GRA 223T—Descriptive Geometry.**

Offered second semester. Theory and problems designed to develop the ability to visualize points, lines, and surfaces in space, to relate them to each other, and to apply these. One lecture. Four hours laboratory. Three hours credit.

**GRA 235T—Machine Drafting.**

Offered second semester. Emphasize methods, techniques and procedures in presenting screws, bolts, rivets, springs, thread types, symbols for welding, materials, finish and heat treatment notation, working order preparation, routing, and other drafting room procedures. Two lectures. Six hours laboratory. Five hours credit.

**GRA 345T—Electrical-Piping-Sheet Metal Drafting.**

Offered first semester. An advanced course in drafting in which techniques and knowledge are employed in the planning of



mechanical and electrical objects. Efficient use of all common types of applicable handbooks, code books, and other standard references are an integral part of this phase of drafting. Two lectures. Six hours laboratory. Five hours credit.

**GRA 355T—Architectural Drafting.**

Offered first semester. Presentation and application of architectural drafting room standards. Two lectures. Six hours laboratory. Five hours credit.

**GRA 465T—Structural Drafting.**

Offered second semester. Structural section, terms and conventional abbreviations and symbols used by structural fabricators and erectors are studied. Knowledge is gained in the use of the A.I.S.C. Handbook, the tables of squares and logarithms, and trigonometric functions. Problems are studied that involve structural designing and drawing of beams, columns, connections, trusses and bracing. Two lectures. Six hours laboratory. Five hours credit.

**GRA 474T—Map and Topographic Drawing.**

Offered second semester. Selected drafting techniques are applied to the problem of making maps, traverses, plot plans, plan and profile drawing using maps, field survey data, aerial photographs, and related references, materials including symbols, notations, and other applicable standardized materials. One lecture. Six hours laboratory. Four hours credit.

**MAT 113T—Technical Mathematics I (Algebra).**

Offered first semester. Broad coverage of the most widely accepted areas of college level algebra with special applications for technicians. Three lectures. Three hours credit.

**MAT 223T—Technical Mathematics II (Trigonometry).**

Offered second semester. Broad coverage of the most widely accepted areas of college trigonometry with special applications for the technicians. Base common to slide rule and logarithm is examined. Three lectures. Three hours credit.

**PHY 323T—Physics (Mechanics, Heat and Sound).**

Offered first semester. Fundamental laws of mechanics, heat, and sound with technical applications. Two lectures. Two hours laboratory. Three hours credit.



**PHY 423T—Physics (Electricity and Optics).**

Offered second semester. Fundamental laws of electricity; magnetism and optics with technical applications. Two lectures. Two hours laboratory. Three hours credit.

**PSY 413T—Industrial Psychology.**

Offered second semester. Significance of individual differences in industry; instruments and techniques of selecting and placing personnel; motivating, training, and supervising the workers; nature and control of fatigue; psychological aspects of labor relations; morale and attitude measurements; industrial counseling. Three lectures. Three hours credit.

**RTB 121T—FCC License.**

This course is designed to prepare the student for the FCC test for Radio Telephone third class operator permit. One lecture or two hours laboratory. One hour credit.

**RTB 113T—Introduction to Broadcasting.**

This course is designed to provide an understanding of the operation of stations and networks and provide a wide background of information about broadcasting and the broadcasting industry that will enable each individual to make his own appraisal of this form of mass communication. Three lectures. Three hours credit.

**RTB 134T—Announcing.**

To provide the student with the basic skills of the radio announcer. Diction, pronunciation, and reading, to familiarize the student completely with the equipment at a radio station. Two lectures. Four hours laboratory. Four hours credit.

**RTB 213T—Radio News.**

The gathering, writing, and presentation of news. To provide the student with the basic fundamentals of radio news and the operation of radio news rooms. Three lectures. Three hours credit.

**RTB 221T—FCC License.**

It is a continuation of preparation of the student for the FCC test for Radio Telephone third class operator permit. One lecture or two hours laboratory. One hour credit.

**RTB 244T—Radio Production I.**

It is designed to stimulate the student's imagination in the writing and production of commercials and those aspects of production



that enhance the capability of the station. Three lectures. Two hours laboratory. Four hours credit.

**RTB 333T—Mass Communications I.**

A study of the history, organization, and mechanics of various mass media. Designed to help the student understand the roll of mass media in his life and in society. Three lectures. Three hours credit.

**RTB 363T—Radio and Television Writing.**

To explain the mechanics and techniques of writing commercial copy and to provide the beginner with the means for practical application of information about copy writing and thus lessen the need for on-the-job training. Three lectures. Three hours credit.

**RTB 364T—Television Production I.**

Practical experience in production of television programs and the techniques of production including camera, audio, lighting, staging, graphics, and on-campus appearance. Three lectures. Two hours laboratory. Four hours credit.

**RTB 424T—Radio and Television Laboratory.**

Special production of radio or television project. Twelve hours laboratory. Four hours credit.

**RTB 443T—Mass Communications II.**

Sales and advertising as applied to mass media. To train the student in the business, economics, and marketing of media sales and advertising promotion. Three lectures. Three hours credit.

**RTB 453T—Administration.**

To acquaint the student with the know-how of radio station operations including the organizational set up, programming, engineering, personnel, accounting, sales and promotion of a radio station. Three lectures. Three hours credit.



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**Goodman, Mississippi**

**39079**